

# OVERSEAS POSTGRADUATE RESEARCH STUDENTSHIPS APPLICATION FORM SESSION 2007/08

PLEASE NOTE THIS FORM SHOULD **ONLY** BE USED IF YOU WISH TO BE CONSIDERED FOR ONE OF THE FOLLOWING SCHOLARSHIPS:

**OVERSEAS RESEARCH SCHOLARSHIP AWARD SCHEME**

**DOROTHY HODGKIN POSTGRADUATE AWARDS**

**CHINA SCHOLARSHIP COUNCIL AWARDS**

#### Boxes for completion by University

Students surname and initials	Subject	2007/08	Student No

Before completing this form please ensure that you have read the guidelines below. Please complete the form in typescript or handwrite/print clearly in black ink. **The completed form should be returned to the relevant School/Faculty Postgraduate Administration Office within the University of Manchester.**

#### Overseas Research Students Awards Scheme (ORS) 2007/08

ORS awards provide funding to help outstanding full time postgraduate research students from outside the U.K and European Union. The awards pay the difference between the international student tuition fees and the Home/EU student tuition fees charged by the University. ORS awards **do not** cover the Home/EU fee element, maintenance or travel expenses. Candidates who are successful in obtaining an ORS award will in some cases receive an additional scholarship from their Faculty/School to cover the Home/EU rate of tuition fees and a contribution towards living costs.

Please note to be eligible to apply for an ORS award

- you must be liable for international tuition fees.
- you must be able to demonstrate outstanding merit and research potential.
- you must not have previously studied at PhD or equivalent level.
- you must not have held an ORS award before.
- the School in which you wish to study must support your application.

The criteria for winning an ORS award are based on:

#### a) **Academic Ability**

Applicants must either: possess a first class honours degree or international equivalent (this is normally determined as being within, at least, the top 10% of your graduating cohort); or hold a Master's degree with distinction.

## **b) Research Potential**

Applicants should provide two references - one external and one from the potential supervisor within the School the applicant will be attending. The references should demonstrate that the applicant is considered to have outstanding research potential.

The external reference, which would normally be provided by the applicant's previous Higher Education Institute, should also provide information on the student's ranking (e.g. 3<sup>rd</sup> out of 15) within their cohort. Where it is not possible to provide such a ranking an indication of the student's comparative ability should be provided.

See Notes for Referees for further information.

### **Dorothy Hodgkin Postgraduate Awards and Chinese Scholarship Council Awards**

Please note that when applying for an ORS award you will automatically be considered for the [Dorothy Hodgkin Postgraduate Awards](#), and the [Chinese Scholarship Council Awards](#), subject to meeting the relevant eligibility criteria of each scheme. Further information on both these schemes, including eligibility criteria can be found at the following website:

[www.manchester.ac.uk/postgraduate/international/funding/awardschemes/](http://www.manchester.ac.uk/postgraduate/international/funding/awardschemes/)

## 1. Personal Details

Surname or family name

Other names in full:

Full postal address:  
(this is the address to which  
your letter advising  
whether you have been  
successful will be posted)

Email:

Were you already studying in the UK when you made this application? Yes  No

## 2. Research Course Proposed

(a) Topic or field of research proposed

(b) Type of postgraduate degree for which you have been (conditionally) accepted for full time study (e.g. PhD, MPhil)

(c) School or Faculty to which you have applied

(d) Start date

If you have been accepted conditionally, please state the conditions you have to fulfill for unconditional acceptance.

(e) Give a brief description (not exceeding 150 words) of your proposed research project:

**3. Previous higher education**

Degrees or other qualifications held. Please attach a transcript of your student record.

(a) **Degrees or other qualifications held**

University or College	Subject (s) Studied	No of years studied	Type of degree	Class/Grade of degree	Dates

(b) **Qualifications for which you are currently studying**

University or College	Subject (s) studied	No of years studied	Type of degree to date	Date of final examination

**4. Professional or other qualifications** (where and when did you obtain them)

**5. Particulars and date of any full-time employment** (including any industrial experience or training)

**In the United Kingdom**

**Outside the United Kingdom**

**6. Other relevant information** (please include details of any publications)

**7. Where did you learn about the Overseas Research Students Awards Scheme?**

**8. References (only two may be submitted)**

Each application must be supported by two references. Please provide the names, titles and full address of the **TWO** referees who are most familiar with your academic work and are prepared to write about your academic ability and research potential. The **FIRST REFEREE** should be a teacher who has direct knowledge of your first/undergraduate degree work **OR** a referee with knowledge of your postgraduate studies if a first degree referee is difficult to locate. The **SECOND REFEREE** should wherever possible be the Supervisor or Head of School where you will be undertaking your research. The referees may be contacted by the University.

**FIRST REFEREE**

**SECOND REFEREE**

Name:

Name:

Address:

Address:

Email:

Email:

Position:

Position:

**9. Signature of applicant**

**I sign below to confirm the information on this form is full and accurate and that I have read, understood and agree to comply with the regulations and conditions of offer as set out in the guidelines.**

Signature:

Date:

Please note that unsigned, undated applications will not be accepted

**THIS FORM, WHEN COMPLETED, SHOULD BE RETURNED TO THE POSTGRADUATE ADMINISTRATION OFFICE WITHIN THE SCHOOL/FACULTY TO WHICH YOU HAVE APPLIED.**

Should you have difficulty in locating the relevant Office to submit your application to, please refer to the University's website at [www.manchester.ac.uk](http://www.manchester.ac.uk) or, alternatively, contact the Student Funding Support Team, within the University's Student Services Centre either via email at [Deborah.Clark@manchester.ac.uk](mailto:Deborah.Clark@manchester.ac.uk) or by calling + 44 161 275 5000

## **NOTES FOR REFEREES - these notes should be provided to each referee.**

1. Each application must be supported by two references. The first reference (OPRS/2) should be from a teacher who has direct knowledge of the applicant's first degree course work OR a referee with knowledge of the applicant's postgraduate studies if a first degree referee is difficult to locate. The second reference (OPRS/3) should be from the candidate's supervisor OR head of school where the candidate will be undertaking the research.
2. In preparing the applicant's reference, it may be helpful for referees at overseas institutions to be aware, that, while not entirely uniform, UK honours degrees are generally classified as: first class, second class upper division, second class lower division, third class and pass degree. The approximate percentage of UK graduates who gain first or very good upper second class degrees is 15%.
3. Between them, the two references should cover the following points:
  - (a) if the applicant is already a graduate, the actual degree result should be indicated. It is made clear in section 4b below that a very good upper second class honours degree or its equivalent is likely to be a minimum requirement for consideration for an ORS award. In the case of applicants who have such a degree, the reference should include an assessment of the relative level at which this classification was awarded;
  - (b) If the applicant's first degree is from an overseas university or college, the reference should wherever possible include an opinion as to how the standard of that degree compares with that of an honours degree from a United Kingdom higher education institution, with a comment on the level achieved by the applicant in his/her degree;
  - (c) If the applicant has not yet graduated, it is important that a clear indication should be provided of the referee's judgement of the expected degree result;
  - (d) Where a student record transcript is provided, the applicant has been asked to ensure that this is accompanied by some kind of explanatory information which makes clear the level at which the student record has been assessed. In such cases, it will be helpful if the reference can include comments on the student record, highlighting any particular features which would assist in the selection procedure;
  - (e) Comments on any postgraduate study already undertaken or in progress, including an assessment of all aspects of such work, and the results of any examinations taken and qualifications obtained since the commencement of postgraduate study. (It is particularly helpful for the University of Manchester to have this information in the case of any applicant who has already undertaken a taught postgraduate course, and to have such further comments as may be appropriate in the case of applicants achieving a postgraduate qualification following a relatively modest performance at first degree level);
  - (f) The academic ability and the research potential of the applicant including the special qualities he/she possesses for the proposed research course, the benefits he/she will derive from it, and any reservations the referee may have;
  - (g) Information about the applicant's linguistic ability if appropriate to the postgraduate studies proposed.
4. Special attention is drawn to the following points:
  - a. the only two criteria for winning an award are: (1) academic ability and (2) research potential. Other factors, such as: proposed field or institution of study, financial status, nationality, ethnicity, gender, age, disability, sexual orientation, religion/belief, marital status or any other inappropriate distinctions, will not be taken into account
  - b. In view of the limited number of awards and the high standard of the ORS competition, it is expected that the possession or likely attainment of a first class or very good upper second class honours undergraduate degree (or the equivalent) will be the minimum requirement.
5. The University of Manchester will consider the academic achievement of each applicant and assess his/her aptitude for research work on the basis of his/her (expected) first or recent degree examination results, the recommendations submitted in his/her favour, and, where applicable, reports on any postgraduate work already undertaken.

# Overseas Postgraduate Research Studentships Scheme 2007/08

First reference on behalf of  
(please see notes of guidance)

**In view of the increasing high level of competition for awards, referees' reports play a vital part in the selection procedure. It is most important therefore, that the reference should be as up to date and as full and informative as possible (see note 3 of Notes for Referees). Please note that a very good upper second class honours degree or its equivalent is likely to be the minimum requirement for consideration for an award.**

1. If the candidate has yet to graduate, please enter in box (i) the degree result that would in your view accurately reflect the applicant's undergraduate studies.

(i)

If the candidate has already graduated, please enter the actual degree result in box (ii)

(ii)

**If you have entered an upper second result (2.1) in either box, please answer all the following questions. If you have entered a first class result in either box, please move onto question 3.**

2. If the applicant has obtained or is expected to obtain an upper second class honours degree, it would be helpful if you could provide the level/predicted level of the result as a percentage score, on the equivalence scale for an upper second of 60% - 70%.

3. If the institution's degree classification structure is not based on the UK system, the information provided in note 2 overleaf should be employed to provide an approximate conversion of the applicants degree result/predicted degree result to that of the UK system. In that event, it would be particularly helpful if you could also comment on the level achieved by the applicant in his/her degree.

4. Where known, enter in the box that applicant's ranking in his/her class, and in relation to overall size of class (for example, 5/80).

5. Is the applicant likely to make original and significant contributions to his/her research field? Tick the appropriate box:

very likely

likely

possibly

unlikely

In a statement not exceeding 500 words, please provide your reference commenting on the applicants academic ability and research potential (continue on separate sheet if necessary).

Academic Institution:

Signature:

Name in block capitals

Date:

# Overseas Postgraduate Research Studentships Scheme 2007/08

Second reference on behalf of  
(please see notes of guidance)

**In view of the increasing high level of competition for awards, referees' reports play a vital part in the selection procedure. It is most important therefore, that the reference should be as up to date and as full and informative as possible (see note 3 of Notes for Referees). Please note that a very good upper second class honours degree or its equivalent is likely to be the minimum requirement for consideration for an award.**

1. For an applicant who has graduated or is about to graduate from an overseas university or college, the reference at that institution has been asked to indicate as clearly as possible the level at which the applicant's degree was awarded/is predicted. In the case of such an applicant, please give your opinion as to how the standard and content of the degree course compares with that in the UK and how the applicant's performance ranks in comparison with a UK degree award.

2. In a statement **not exceeding 500 words**, please provide your reference on the applicant (continue on a separate sheet if necessary). It would be helpful if your comments could include such points as to whether or not you are familiar with either the class of the (home) institution of the applicant or the actual institution itself, whether you have taught or supervised other applicants from the same institution, and the quality of any work by the applicant you may have read. **It is also important that your comments should relate to the research potential of the applicant**, rather than to the quality of the institution or research group where the applicant's proposed research is to be carried out.

Academic Institution:

Signature:

Name in block capitals

Date: