ESRC Research Studentships at the UCL, Bloomsbury and East London Doctoral Training Partnership (UBEL DTP)

Application Guide for 2023 Entry – Preliminary Application
1+3, +3, 2+3, +4, 3.5 and 3.25 applicants

Deadlines for 2023 Entry

Preliminary application
Due via Survey Monkey Apply by **Wednesday 30 November 2023 23.59 (GMT)**

If you are successful at the Preliminary stage, you will be invited to make a full application:

Full application
Due via Survey Monkey Apply by **Tuesday 31 January 2023 23.59 (GMT)**

These deadlines apply to ESRC studentship applications in any of the UBEL DTP pathways at any of the five DTP institutions, which are:

University College London
Birkbeck, University of London
London School of Hygiene & Tropical Medicine
SOAS, University of London
University of East London

Contents

What is on offer?

UBEL DTP studentships cover tuition fees at the <u>UKRI rate</u> and an annual maintenance stipend. For 2022/23 an UBEL studentship will cover tuition fees of £4,596 and a minimum stipend of £19,668. This stipend figure includes the London Weighting Allowance. You will also be able to apply for other funding streams such as the Research Training Support Grant (RTSG) and a contribution towards fieldwork funding.

Types of ESRC funding available at the UBEL DTP
1+3, +3, 2+3 and +4 funding

ESRC studentships at the UBEL DTP are structured around the following routes: 1+3, +3, 2+3 and +4 funding. Please note that not all routes are available in all institutions or pathways – please check the UBEL website for further details

1+3 programme: a one-year Master's programme precedes the three-year MPhil/PhD which will deliver the majority of the core training requirements;

+3 programme: funding for a three-year MPhil/PhD, which assumes that a student has already met the majority of the core training requirements or that the MPhil/PhD focus is largely on more advanced training;

2+3 programme: an extended two-year Master's for specialist training followed by a standard three-year MPhil/PhD programme;

+4 programme: up to four years' funding for a PhD which assumes that core and advanced training requirements can be met during the course of the programme. The requirements are normally met by undertaking modules from a linked Master's programme.

You may only apply for one route and it is important that you discuss which one is appropriate for you with your proposed supervisor.

The above time-frames are for full-time students; part-time ESRC students undertake their studentships at 50% of the full-time rate (although PT students in some faculties may study at a 60% rate). Therefore a +3 routes at a 50% rate would be six years long for part-time students.

3.5 and 3.25 funding

3.5 programme: funding for three and a half years for a PhD which assumes that core and advanced training requirements can be met during the course of the programme. The requirements are normally met by undertaking modules totalling 60 credits from a linked Master's programme.

3.25 programme: funding for three and a quarter years for a PhD which assumes that core and advanced training requirements can be met during the course of the programme. The requirements are normally met by undertaking modules totalling 30 credits from a linked Master's programme.

Note that if you require more than 60 credits of modules to complete your training requirements, you should normally select the +4 route, if that is available for your pathway and institution

Please also note the following points about the routes:

- Your application will not be disadvantaged if you select the 'wrong' route: the DTP Board (which considers full applications at the final stage) will recommend an appropriate route based on previous training if that is the most appropriate one for your studies;

- Occasionally, candidates may be awarded a slightly different configuration (eg 3.5 years depending on previous training, or two years if the candidate has already started doctoral study);

- Applications for all routes are considered equally by the pathways, Group Panels and DTP Board. There are no quotas at the UBEL DTP for applications to any particular route or pathway.

Availability of Awards

For the 2022/23 academic session UBEL will have 37 studentships to award for this round of the competition. Please see table below for an outline of the number of awards received and made over the past 3 years:

	Preliminary applications	Invitation to full application	Awards
2020	307	150	36
2021	480	231	38
2022	421	167	39

Applying for doctoral study at a DTP Institution
Your application for doctoral study

Doctoral study at the UCL, Bloomsbury and East London DTP is arranged in **26 pathways** organised into seven groupings across the five DTP institutions. Each pathway is led by one of the five institutions but many of them have shared arrangements with the other DTP partner institutions.

As well as applying for an ESRC studentship, you will also need to **apply for the relevant doctoral programme of study** at your chosen DTP institution, unless you are a current doctoral student (see page 6). While the DTP encourages you to apply for a place on your chosen programme at an early stage, you do not need to be in receipt of an offer from your chosen institution at the time of applying for funding.

In some cases, the application deadlines for these programmes may be earlier than for the DTP studentship deadlines, so you will need to check with the relevant pathway contact for your chosen programme (see https://ubel-dtp.ac.uk/groupings-and-pathways/) or with the relevant member of administrative staff, whose details are listed under Institutional Contacts below.

For 1+3 and 2+3 applications, you will usually need to make an application for both your Masters and doctoral programmes, in accordance with the institution's requirements. Please ensure you clearly outline both programmes you will be applying to in your studentship application.

For a very small number of 1+3 candidates, you might undertake your Master's programme at one of the DTP institutions and your MPhil/PhD at another – this is due to shared pathway arrangements across institutions in these cases. Administrative colleagues will be able to advise if this is the case when you make your Master's application.

Institutional Contacts (Administrative staff)

University College London
UBEL DTP Team
ubel-dtp@ucl.ac.uk

Birkbeck, University of London
Ben Raphael, Registry Officer
graduateresearchschool@bbk.ac.uk

London School of Hygiene & Tropical Medicine
Lara Crawford, Scholarships Manager
scholarships@lshtm.ac.uk

SOAS, University of London
SOAS studentships
scholarships@soas.ac.uk

University of East London
Richard Bottoms, Postgraduate Research Student Manager
r.bottoms@uel.ac.uk

Institutional Contacts (Academic staff)
Details of the groupings and pathways, along with Pathway Leaders and their teams, can be found on our UBEL website at: https://ubel-dtp.ac.uk/eligibility/pathways/

Who can apply for ESRC funding?

We encourage ESRC applications from candidates with research interests in the areas of the academic pathways of the DTP. In addition, please note the specific eligibility requirements below.

Academic qualifications

If you wish to apply for a **1+3**, **2+3**, or **+4** award you should normally have (or expect to achieve by 30 September 2023) an upper second or first class honours degree or a Master's degree from a recognised UK university, or the equivalent qualification if gained outside the UK.

If you wish to apply for a **+3**, **3.5** or **3.25** award you must normally have (or expect to achieve by 30 September 2023) a Master's degree with an appropriate level of research training. Please ensure you fully complete the +3 section of the Preliminary Application with your supervisor and consult the Postgraduate Training Guidelines (2015) for guidance about the level of previous research training required. The Guidelines are on the UBEL website and pages 7-11 inclusive provide full information. The +3 section of the Preliminary Application also provides condensed information for ease of reference.

Current doctoral students at UBEL DTP institutions

If you are a current MPhil/PhD student at one of the UBEL DTP institutions, you may apply for an ESRC studentship provided that you have not already completed a substantial proportion of a PhD; for example, funds should not be used to support a student entering year three of a three-year programme.

If your application is successful, the length of your award will be reduced by the time already spent undertaking your doctoral study.

Eligibility Criteria
Please read this section in conjunction with the UKRI Eligibility guidance.

All UKRI studentships are open to both home and international students.

To be classed as a home student, candidates must meet the following criteria:

• Be a UK National (meeting residency requirements), or
• Have settled status, or
• Have pre-settled status (meeting residency requirements), or
• Have indefinite leave to remain or enter

If a candidate does not meet the criteria above, they would be classified as an International student.

Please read the UKRI Eligibility guidance document for full details on residency requirements.

International Student Eligibility
Students classified as international students are eligible to apply for a full award - both the stipend to support living costs, and fees at the UKRI rate.

For international fees paying candidates, please note that the ESRC studentship only covers home fees at the UKRI rate and <u>not </u>the full international tuition fee set by universities.

The fees difference will be covered either by the department/university or an alternative source, (e.g. an overseas scholarship, overseas government funding or supervisor's project grant which must be stated.), but not funded from the stipend or family/personal funds. UKRI guidance specifies that UKRI funding cannot be used to cover the fees difference.

UCL will offer an "International Scholars Award for Doctoral Training" (ISAD) to cover the fee difference for successful overseas candidates for 2023/24 entry.

Birkbeck and University of East London will offer fee waivers for successful overseas candidates for 2023/24 entry.

LSHTM will provide fee bursaries (top up to full overseas fee rate) to ESRC UBEL awardees who are nationals of low income and lower middle income countries (LLMICs), as set out by the World Bank here.

If you are unsure, please discuss with your supervisor and ask them to confirm how the fees difference will be covered.

The studentships are open to international students in all disciplines. The DTP is allowed to make no more than 30% of the total number of studentships to international students. We will continue to give priority to ESRC priority areas: Economics, AQM, and use of ESRC Datasets.

Please note: UBEL cannot cover visa costs for international students.

Note: These eligibility criteria are based on the Education (Fees and Awards) Regulations 2007 and subsequent amendments. These regulations cover England, Northern Ireland, Scotland and Wales. www.legislation.gov.uk/2007?title=Education%20fees

Further information, including frequently asked questions, can be found in the UKRI Training Grant guide: www.ukri.org/funding/information-for-award-holders/grant-terms-and-conditions/

Preliminary application for ESRC funding

You do not need to wait for the outcome of your doctoral application before making your studentship application. Please do not delay contacting your proposed supervisor and making your preliminary studentship application while you wait to hear the outcome of your doctoral application.

It is essential that you discuss your intention to apply for ESRC funding with your proposed academic department and supervisors at your DTP institution. You should discuss your proposed research project, any research training you have already received and any specific further training that your chosen department or institution will provide.

The Survey Monkey Apply portal will open on **Monday 26 September 2023** and you may complete the **Preliminary** application from then until the closing date of **Wednesday 30 November 2023 23.59 (GMT).** The Preliminary application asks for details of your qualifications, residential information, programme of study and supervisor, along with initial

details of your proposed research. **Please note that no references are required at this first stage.**

Using Survey Monkey Apply

On accessing the Survey Monkey Apply online system for the first time, you will be asked to register for an account. You will then be able to use the sign-in details associated with this account to access previously saved versions of your application content prior to submission, or to make a full application if you are invited to do so.

Once you have created an account, you will be asked to select a "program" to apply for. Please select "ESRC Main Studentships Competition 2023 entry". This will take you to the links to complete your preliminary application.

Section One

Contact details and residential information

Please ensure you provide full contact details in case we need to contact you about your application. The application system will also send you updates via email so please use an email address which you check regularly. Sometimes the messages may be directed to a junk folder, so ensure you check that folder too.

Residential details are required to ensure that you fulfil the residential eligibility requirements for an ESRC studentship (details are on page 6) so these questions must be fully completed.

Section Two

Programme of study and Pathway(s)

Here you will need to provide the relevant information about your supervisor, department, programme of study and study route. When you select your principal pathway, the list on the right-hand side will only show the institutions where that pathway is available. Select a secondary pathway if applicable.

For 1+3 entry, please indicate which master's level programme you will be applying for.

Advanced Quantitative Methods (AQM)

The AQM enhancement is an additional stipend of £2,000 (per annum) intended to encourage students to undertake training in advanced quantitative methods and to apply this in their PhD research and beyond. This is expected to be at a level over and above the basic generic and subject-specific methods requirements. The enhanced AQM stipend is only available during the doctoral (+3) programme.

Please indicate here that you will be submitting an AQM application with your full ESRC application form, following a successful application at the preliminary stage.

Section Three

Qualifications and employment

Please provide details about current and previously awarded qualifications at undergraduate, postgraduate and professional level, starting with the most recent. If you are awarded a studentship, you will be required to provide evidence of your qualifications when you enrol at your DTP institution.

If you are currently undertaking your degree, please ensure you enter the date when your result will be known. If you are successful in your application, your studentship offer will be conditional until your degree result is confirmed. If your current programme is at postgraduate level, please include modules taken and results (where known).

Please also provide details about your employment for the last three years.

Section Four

Your funding requirements
Please enter your mode of attendance here and the start and end dates of your studentship (the information about routes on page 3 will provide this information).

If you are a current doctoral student, you will need to deduct any time spent on doctoral study from the total studentship dates.

Studentships usually start on 1 October; if you need to start on a different date, please consult your supervisor and ensure this information is noted on the form. UBEL cannot guarantee that a deferred start date will be possible, and any deferrals will need to be considered by colleagues at ESRC.

Section Five

Supervisory Arrangements and Collaboration
You will need to liaise with your supervisor(s) for this information. Applicants can email their proposed supervisor and complete the section on their behalf or can add their supervisor as a collaborator to the form. This section is not for a reference or supporting statement but rather to provide details on the suitability of the supervisor.

Please note that it is very important that the information about research expertise and links to the research community are completed as fully as possible.

Supervisor details can be reconfirmed at the full application stage if there are any changes.

Within your application on the left side of the screen, you will be able to click the **Add Collaborators** button. You can then enter the email address of the collaborator. An automated email invitation will be sent to your collaborator. Within the email, the collaborator will be able to Join the application or Decline the invite.

UBEL has previously experienced difficulties within Survey Monkey Apply whereby collaborators were then not able to submit a reference at the full application stage. With this in mind, please remove the collaborator if this person is also intending to provide a recommendation, before you submit your preliminary application.

External Collaboration
Please complete this section if you will be undertaking any collaborative activity during your research. Note that collaborations should be outside of higher education institutions and involve knowledge exchange.

Your proposed supervisor may need to provide information to help you complete this section and it is essential that you discuss your research project and training with them so that the fullest information can be provided here.

While applicants are required to answer this question, the DTP understands that you may not have made arrangements for external collaboration at this early stage.

Section Six

Entry for +3 Funding
You need only complete this section if you are applying for +3 funding. Applications for 3.25 and 3.5 will already be on the basis of completing an additional 30 or 60 credits to provide additional training that was not available in the Masters programme.

If you wish to apply for a **+3** award you must normally have (or expect to achieve by 30 September 2023) a Master's degree with an appropriate level of research training. Please ensure you fully complete the +3 section of the Preliminary Application with your supervisor and consult the [Postgraduate Training Guidelines (2015)](#) for guidance about the level of previous research training required. The Guidelines are on the UBEL website and pages 7-11 inclusive provide full information. The +3 section of the Preliminary Application also provides condensed information for ease of reference.

While your supervisor will be able to help provide the information required for this section, you can complete and submit this section of the form on their behalf (rather than adding your supervisor as a collaborator to the form).

Section Seven

Your Proposed Research

Please complete all questions in this section as fully as possible.

Applicants intending on using ESRC Datasets in their research should refer to the list at the end of the document and state clearly which datasets they will be using.

Please note you are not expected to submit a full research proposal at the preliminary application stage. Applicants invited to make a full application will then submit a full research proposal.

Equal Opportunities

You will also be asked to complete a mandatory Equal Opportunities Monitoring form before you can submit your preliminary application. This is an ESRC requirement.

Staff involved with the assessment of your application will **not** have access or be permitted to view this form. Applicants can choose non-disclosure options for all of the questions within this form.

Additional Information Form

This form allows you to provide further background information to your application that you may wish to be considered during the selection process. This section is to inform a DTP sub-panel of any special circumstances and the difficulties you may have overcome in achieving your education and <u>not the topic/content of your proposal</u>.

We are committed to addressing inequalities in participation in our doctoral training programme. The UBEL DTP encourages applications from all under-represented groups, including people

with disabilities, ethnic minorities (especially Black British), lower income families and mature students.

The information provided in this section <u>will not</u> be viewed in conjunction with the mandatory equal opportunities form. Consequently, we encourage you to be clear in this section, whether sex, gender, age, ethnicity, disability, sexual orientation, socio-economic background or asylum seeking/refugee status has impacted your achievements.

This form will be reviewed by a separate sub-panel of DTP staff, with subsequent recommendations made to Group Panels and DTP Board in line with our policy outlined above. Staff involved with the assessment of your preliminary application will not have access or be permitted to view this form.

Please note that while this question is a mandatory component of the form, if you do not want to answer this question, write "Not Applicable" in the free text box.

Submitting your application

You must press the Submit button to complete the preliminary stage of the application process. You will still be able to edit your application up to the closing date of **Wednesday 30 November 2023 23:59 (GMT)** but if you have any issues doing this, please email ubel-dtp@ucl.ac.uk

Selection process at the preliminary stage

When you submit your application, it will be routed to a pathway team consisting of academic colleagues in the DTP. Note that this will depend on <u>your choice of principal pathway</u>, rather than your academic department. They will consider preliminary applications based on research area, supervisory team and candidate qualifications. You will be informed by **mid December** whether you have been invited to make a full application.

Updates will be made available in your Survey Monkey Apply account. **Survey Monkey Apply will also email information to you (using the email address you have provided on your application), so ensure you check any junk mail folders in case notifications are sent there.**

If you are not successful at this stage, you will also receive an email notification from the system and the full application form will not be available to view in your Survey Monkey Apply account.

Full application for ESRC funding

If you are successful at the Preliminary stage, you will be invited to make a full application via Survey Monkey Apply. This application requires a full research proposal, training plan and references, as well as an AQM application (if applicable). This will be due by **31 January 2023 23.59 (GMT).**

Guidance notes for the Full application will be made available on the website and via Survey Monkey Apply to candidates invited to make a full application.

List of ESRC datasets

Please note all resources are accessible via the UK Data Service (https://www.ukdataservice.ac.uk/) unless stated otherwise.

Longitudinal resources

- British Household Panel Survey
- Understanding Society
- 1958 National Child Development Survey
- British Cohort Study 1970
- Next Steps (Longitudinal Study of Young Persons in England)
- Millennium Cohort Study
- UK Census Longitudinal Studies
      (https://www.ons.gov.uk/aboutus/whatwedo/paidservices/longitudinalstudyls)
- English Longitudinal Study of Ageing

Biosocial resources

- Understanding Society Biosocial Sweep
- 1958 National Child Development Study Biosocial Sweep
- English Longitudinal Study of Ageing Genome-Wide Association Study
- Avon Longitudinal Study of Parents and Children
      (bristol.ac.uk/alspac/researchers/data-access/)

Big Data resources

- Administrative Data Research Network (adrn.ac.uk)
- Business and Local Government Data Research Centre (blgdataresearch.org)
- Consumer Data Research Centre (cdrc.ac.uk)
- Urban Big Data Centre (ubdc.ac.uk)

Election resources

- British Election Study
- British election study ethnic minority surveys
- Scottish Election Studies
- Welsh Election Studies
- Northern Ireland Election Study
- Scottish Referendum Study
- Local Election Studies Database

Employment resources

- Skills and Employment Survey Series
- Workplace Employment Relations Surveys

International comparative resources

- European Social Survey
- Harmonised European Time Use Study 2000 (The data from the Harmonised European Time Use Study 2015 will be available from March 2016 and will offer comparative opportunities through a harmonised dataset)
- International Social Survey Programme (https://www.gesis.org/issp/home/)
- Multinational Time Use Study (http://www.timeuse.org/mtus.html)

Linguistics resources

- British National Corpus
- British Sign Language Corpus

Qualitative resources

- Timescapes (http://timescapes.researchdata.leeds.ac.uk/)
- Poverty and Social Exclusion Qualitative Surveys
- Ritual, Community and Conflict Ethnographic Dataset on Ritual
  (http://www.anthro.ox.ac.uk/ritual-community-and-conflict)
- Access Research Knowledge Qualitative Archives on Ageism and Conflict
  (ark.ac.uk/qual/ageism/)

Other resources

- Poverty and Social Exclusion in the UK: Research Surveys 2012
- Northern Ireland Life and Times
- Kids' Life and Times
- Young Life and Times Survey