

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

Application Guide for 2023 Entry – Co-funded and Collaborative Application

1+3, +3, 2+3, +4, 3.5 and 3.25 applicants

Deadlines for 2023 Entry

Application

All student applications must be submitted via Survey Monkey Apply by **Tuesday 28 February 2023 23.59 (GMT)**

This deadline applies to co-funded and collaborative 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

Types of ESRC funding available at the UBEL DTP	3
Applying for doctoral study at a DTP Institution	4
Your application for doctoral study	4
Academic qualifications	6
Current doctoral students at UBEL DTP institutions	6
Eligibility Criteria.....	6
International Student Eligibility	6
Application for ESRC funding.....	7
Section One	7
Studentship Selection.....	8
Contact details and residential information.....	8
Section Two	8
Programme of study.....	8
Advanced Quantitative Methods (AQM).....	8
Section Three.....	8
Your funding requirements	8
Section Four.....	8
Your Proposed Research.....	8
Training Plan	8
References	9
AQM (Advanced Quantitative Methods).....	9
CV Upload.....	9
Equal Opportunities.....	10
Additional Information Form.....	10
Declaration and Submission	10
List of ESRC datasets.....	11

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.

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 60% of the full-time rate. Therefore, 1+3 and +4 routes are seven years long in total for part-time students, and +3 routes are five years long for part-time students. The 2+3 route is nine years in total 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.

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

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 7). 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/eligibility/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@ucl.ac.uk

Birkbeck, University of London

graduateresearchschool@bbk.ac.uk

London School of Hygiene & Tropical Medicine

scholarships@lshtm.ac.uk

SOAS, University of London

scholarships@soas.ac.uk

University of East London

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/studentship-competitions/>

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 2021) 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 2021) a Master's degree with an appropriate level of research training. Please also consult the *DTP Guidance on Research Foundation Statements* document for guidance about the level of previous research training required.

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 you have completed no more than one year full-time (two years part-time) of your doctoral studies by 1 October 2023. 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 classed 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 and not the full international tuition fee set by universities. The fees difference will be covered either by the department/university (with the Head of Department's/Institution's prior approval) 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. UBEL applies directly to UCL for this award on candidates’ behalf.

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.

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/

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 the proposed supervisor of your chosen studentship and making your studentship application while you wait to hear the outcome of your doctoral application.

The Survey Monkey Apply portal will open on **Monday 16 January 2023** and you may complete the application from then until the closing date of **Tuesday 28 February 2023 23.59 (GMT)**.

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 “2023 Student Application: Co-funded and Collaborative Studentship”. This will take you to the links to complete your application.

Section One

Studentship Selection

Please select the relevant proposal details at the top of the application. This is essential so our team are aware of the studentship you are applying for.

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.

Section Two

Programme of study

Here you will need to provide the relevant information about your programme of study and study route.

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. There is a separate task in Survey Monkey Apply for this.

Section Three

Your funding requirements

Please enter your mode of attendance here.

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.

Section Four

Your Proposed Research

It is essential that candidates complete questions in this section as fully as possible.

Training Plan

You must provide details of the training you will undertake during your award if successful. This is a separate form in Survey Monkey Apply. The academic panels will expect to see that your training needs are being met via courses and programmes within your department and institution. In consultation with your supervisor(s) you may also need to undertake training courses in other institutions.

In light of COVID-19, it is particularly important for applicants to provide information on how you will mitigate any disruptions to your study.

You can identify training provision from your own institution's provision, the [Bloomsbury Postgraduate Skills Network \(BPSN\)](#), ESRC [National Centre for Research Methods \(NCRM\)](#) or any other suitable provider.

References

Please note: the Survey Monkey Apply portal refers to referees as "recommenders".

Applicants should invite two referees to provide references (for example, undergraduate tutor or previous supervisor). It is preferable that at least one referee provides an academic reference.

Referees must complete their reference before applicants can submit their full application and referees will have one week following the deadline, to submit their reference. Applicants will be able to see the completed references in the Survey Monkey Apply system.

If your chosen referee/recommender was previously added to your preliminary application form as a "Collaborator", you may need to remove them as a "Collaborator" before they can submit a reference.

Further guidance from Survey Monkey Apply outlined below and via the link [here](#).

Applicants should fill in the details of the Recommender including the First Name, Last Name, Email, and a brief message (optional) to send the recommender. The Recommender receives an email with an invite to complete the recommendation. This will allow the recommender to login to the site. Upon logging in they will be able to see the application in their recommender panel.

When they click **Start** they will be asked if they wish to Accept or Decline the recommendation request from the applicant. Upon Accepting, the recommender will be able to complete and submit the recommendation for the applicant within the site.

Once the recommender has completed their recommendation, it will be marked as complete to the recommender. However, on the applicant's side, within their application, the task will remain In Progress, until the applicant confirms that they have received the recommendation and clicks Submit.

AQM (Advanced Quantitative Methods)

Note that the only optional task on the Full application is the AQM form; if you have selected YES for the AQM question in section one of the application form, you will also need to submit an AQM application.

CV Upload

Please provide details about current and previously awarded qualifications at undergraduate, postgraduate and professional level, starting with the most recent.

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.

Please specify what training you have already received, how this was assessed, module results, and where the training took place. To name the title of a given Masters degree course will not be sufficient – options taken must be specified.

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 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.

Please also provide details about your employment for the last three years and provide full details of other relevant training received (for example, work-based training).

Equal Opportunities

You will also be asked to complete a mandatory Equal Opportunities Monitoring form before you can submit your application. 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, should you choose to.

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 not the topic/content of your proposal.

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 will not 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.

Declaration and Submission

You will need to sign the Declaration and confirm that you abide by the regulations of the [ESRC Postgraduate Funding Guide](#) if your application is successful.

Please ensure that you press Submit once your application is complete. When all mandatory tasks have been completed, you will be able to submit.

You must press the Submit button to complete the application process. You will still be able to edit your application up to the closing date of **Tuesday 28 February 2023 23:59 (GMT)** but if you have any issues doing this, please email ubel-dtp@ucl.ac.uk

You will receive an email confirmation a short while after submitting your application. If you do not receive an email within a few hours of submission, please contact ubel-dtp@ucl.ac.uk and

we will check your application status for you.

Selection process

When you submit your application, it will be routed to the suitable supervisory team. You may be requested to attend an interview after submission of your application.

The UBEL DTP Board will meet in April – following this offers will be confirmed.

Updates will be made available in your Survey Monkey Apply account. The system will also email information to you, 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 Survey Monkey Apply system.

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/longitudinalstudies>)
- 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