

**IRCHSS GOVERNMENT OF IRELAND POST-GRADUATE SCHOLARSHIPS  
IN THE HUMANITIES AND SOCIAL SCIENCES**

**FREQUENTLY ASKED QUESTIONS**

**PLEASE NOTE THAT WE WILL NOT ANSWER ANY NEW QUERIES IN RELATION TO THE POSTGRADUATE SCHOLARSHIP SCHEME AFTER 4PM MONDAY 11 JANUARY 2010.**

**IMPORTANT NOTICE FOR APPLICANTS ABOUT TO SUBMIT TO THE IRCHSS POSTGRADUATE SCHOLARSHIP SCHEME 2010/11**

Due to adverse weather conditions and to ensure all applications are correctly stamped and signed (by the authorised person and not *pps*) the deadline for the IRCHSS Postgraduate Scholarship Scheme 2010 is extended until **4pm Friday 15 January 2010**.

As per IRCHSS policy the office will not deal with individual correspondence over the telephone and no new FAQs will be accepted after 11 January 2010. In addition, all other eligibility issues will only be addressed by the Assessment Board. Should you have further queries you are advised to contact your Graduate Studies Office/Research Office.

Please post ALL completed documents (in one envelope only) to the IRCHSS office. **One original copy** of the application form **must be submitted by letter post**, postmarked on or before **Friday 15<sup>th</sup> January 2010**, and should be clearly marked 'Postgraduate Scholarship Application'. An **electronic copy** of the application form (as one complete document file) **must** also be sent to [applications@irchss.ie](mailto:applications@irchss.ie) by **4pm (GMT) Friday 15 January 2010**. ***Under no circumstances will hand delivered items be accepted.***

<b>GENERAL QUERIES</b>	
<b>Do IRCHSS require original copies of my undergraduate academic transcripts?</b>	
	NOT at APPLICATION STAGE, however, you will be required to supply original academic transcripts if you are successful at award stage. Should your transcripts not match your application details your award will be revoked.
<b>Can I apply in Irish?</b>	
	Yes, but please note, as the evaluation will be conducted by the International Assessment Board through English your application will have to be translated (either by you or an external body).

<b>What subject areas are covered under this Scheme?</b>
IRCHSS eligible subject areas can be found on <a href="http://www.irchss.ie/xdownloads/IRCHSS_Subject_areas.pdf">http://www.irchss.ie/xdownloads/IRCHSS_Subject_areas.pdf</a>
<b>My field of research is not explicitly included on the list of IRCHSS subject areas at the above link. Are other such areas of inquiry, for example Women's and/or Gender Studies excluded from the IRCHSS Schemes?</b>
<p>IRCHSS schemes support research in the historical, analytical, theoretical and empirical study of subjects which normally fall within the humanities and social sciences, including law and business studies. While applications may relate only to those subject areas listed, there are a broad range of sub or inter-disciplinary areas which normally fall within the humanities and social sciences and are therefore eligible for consideration under this programme.</p> <p>Women's Studies is one such example of a multi-disciplinary field which, through rigorous scholarship and analysis, draws on traditional humanities and social science to offer a new perspective.</p>
<b>When will the results of this scheme be conveyed to applicants?</b>
The assessment of this scheme will not be concluded before June 2010, at which point applicants will be informed by letter of the outcome. The secretariat will not discuss the results of the scheme over the telephone.

<b>Do the hard copies have to be with you by 4pm on 11<sup>th</sup> January 2010 or simply the electronic version, with the hard copies to follow, post marked before 4pm on the 30<sup>th</sup>?</b>
Hard copies of applications must be postmarked on or before 4.00 pm on 11 <sup>th</sup> January. Electronic copies must also be sent on or before that date.
<b>May I hand in my application in person?</b>
No. All applications must be mailed by letter post and postmarked no later than the closing date of the scheme.
<b>What are the success rates for applications?</b>
Awards are made on the basis of excellence. Please see the "Awards Made" section of our website for an indication of the number of awards made in recent years.
<b>What exactly is an 'electronic copy' for the purposes of the application?</b>
A copy of the complete application form must be emailed to us at <a href="mailto:applications@irchss.ie">applications@irchss.ie</a> . It is not necessary to have original signatures/stamps on the electronic version.  Note that, for ease of processing, your entire application form should be sent in a one Word or .pdf file.
<b>Can a PhD student who is also a member of the staff of an institution apply for a Postgraduate Scholarship?</b>
No, scholarships will be awarded only to those who are full-time students and who will engage full-time in research during the period of the Scholarship.
<b>May the applicant's postgraduate supervisor also provide the academic reference?</b>
Yes.
<b>I obtained a 2.2 for my primary degree but a 2.1 in a Masters degree. Am I eligible to apply?</b>
Yes – your further qualifications and academic record will be considered to take precedence.
<b>Are two years of prior part-time study equivalent to one year of full-time study for the purposes of calculating the potential duration of funding?</b>
No – your first date of registration holds, regardless of whether you have been studying full- or part-time.
<b>Will submissions made by Non-EU applicants be accepted?</b>
Non-EU applications will not be accepted.
<b>If I were eligible for the Higher Education Grants scheme, could I receive a grant from my local authority while also receiving an IRCHSS postgraduate scholarship, or would the scholarship be reduced?</b>
Yes: The Scholarship is valued at up to €16,000 per annum and may be held in

conjunction with other awards, provided that such other awards will not exceed a total value of €16,000 in any given year during the period of the Scholarship and provided that:

- before 1 September 2009, the Scholar will inform the source of any other such award in writing of his/her award under this Scheme, if he/she hopes to hold, or currently holds, funding from such another source;
- should Scholars apply for further funding to another source, they will state as part of that application, whether or not requested to do so, that they hold a Government of Ireland Scholarship;
- the source of such other funding agrees in writing that a Government of Ireland Scholarship may be held in conjunction with the funds it provides;
- Copies of all such correspondence are furnished to the Research Council's office not later than 1 September 2009, and, if applicable, 1 September of any subsequent year.

IRCHSS will not involve itself in the decisions of other funding agencies in this regard.

**For my second year of PhD-studies I would like to apply for the IRCHSS scholarship; how will this affect my teaching commitments? How does paragraph 20 from "Terms & Conditions" apply, i.e. as a second year PhD student, will I be allowed to teach?**

No, as per the Terms and Conditions in paragraph 20, *the first year of the [IRCHSS Government of Ireland Post-Graduate] Scholarship shall be devoted exclusively to research.*

**My original academic transcripts are not in English, must I supply a translation?**

No, you can supply a photocopy version which has been stamped and signed by the relevant institution authority thus verifying the authenticity of the document. Should your institution not be able to supply a transcript, you are required to submit a letter on headed paper stamped and signed by the relevant authorities detailing the circumstances which have lead to the failure to produce a transcript.

**I applied last year to the Government of Ireland Post-Graduate Scholarship, but was unsuccessful in my application. May I apply again?**

Yes, applicants may re-apply to the scheme and must include in their application, according to the terms and conditions paragraph 14 (ix):

*Description of modifications made to the proposal if the proposal has been previously submitted under an IRCHSS scheme (no more than 200 words).*

Please note, from of 21 October 2009, applicants may only apply on two occasions to the Postgraduate Scholarship scheme (i.e. 2010 and 2011 only).

**I am currently studying for a two-year masters degree; the first year comprises course work and the second year is taken up with research. Would this be considered taught masters degree?**

Yes, as per the terms and conditions in paragraph 1:

*This Scheme will offer opportunities for suitably qualified women and men to pursue one of the following post-graduate degrees at a recognised higher education institution in Ireland:*

- *a masters degree by research*

<ul style="list-style-type: none"> <li>• a doctoral degree by research</li> <li>• an integrated masters/doctoral programme leading to the award of a doctorate.</li> </ul> <p><i>Applications to pursue taught degrees, or degrees where a thesis/accumulated papers are valued at 60% or less of the final mark of the degree, are not eligible.</i></p>
<p><b>I will start the Master Programme in January, 2009. In this situation, will I be considered an applicant who, in October 2009, will be new to the programme or an applicant who is already registered as a postgraduate student? As I have read in the Terms and Condition, that if my application is evaluated as already registered postgraduate student, some of the headings from paragraph 14 (ii) in Terms and Conditions could not apply to my current situation. For example, it is required to asses your progress to date. I will only start the Master Programme on January 19<sup>th</sup> and the deadline for the application is January 11<sup>th</sup></b></p>
<p>Yes, you will be considered already registered as a postgraduate student. Should an applicant wish to make a case for consideration under the Postgraduate Scheme in convention of the stated terms and conditions, please refer to paragraph 19 of the terms and conditions,</p> <p><i>If an applicant feels that his/her case should be an exception to the above rubric, he/she should make a written submission to the Research Council. Such submissions, together with all relevant supporting documentation, must be enclosed with the application. The decision of the Research Council on such matters will be final and submissions will, in any event, be considered only in exceptional circumstances.</i></p>
<p><b>Is it possible to change my host institution to one other than that which is stated in my application form if I am successful?</b></p>
<p>No. Paragraph 19 of the terms and conditions states that:</p> <p><i>Scholarships may not be held or continued at an institution other than that specified in the application form, or held to provide funding for a project other than as set out in the application form.</i></p> <p>Please note also paragraph 14 (vi) – <i>“Reason for choosing the institution and supervisor for the project”</i>.</p>
<p><b>Is it permissible to footnote material in my application?</b></p>
<p>Yes, however, please note, they are advised that these must be included within the overall word count.</p>
<p><b>Can I include a bibliography in my application?</b></p>
<p>Yes, a bibliography (<i>of no more than two-pages in length</i>) should be included as Section 15 of the application. This must be in the application and not appended – all additional/appended documents will deem an entire application ineligible.</p>
<p><b>With regard to section 4 of the application form, what information do I need to give under Level/Class?</b></p>
<p>Level/Class refers to the final result you received for your degree e.g. 1.1, 2.1 etc</p>
<p><b>I reside in Cork, but study at University College Dublin. Is this an acceptable distance to my host institution?</b></p>

<p>No. Scholars are expected to maintain an actual presence within their respective departments/schools during the period of their Scholarships and to reside within a reasonable travelling distance of the host institution.</p>
<p><b>With regard to section 11 of the application form, is there a recommended limit to the number of disciplines a project should relate to?</b></p>
<p>Scholars are advised to use their own discretion when filling out this section of the form, listing the disciplines in descending order based on relevance to their proposal.</p>
<p><b>Is the two page bibliography to be within the actual form or sent as a two page appendage with the form?</b></p>
<p>All appendages will deem an entire application ineligible.</p>
<p><b>If your publications are in excess of the space provided can you add additional lines?</b></p>
<p>Yes, you may add additional lines; please bear in mind any word limits that may apply.</p>
<p><b><u>The applicant's record and academic achievements (as determined by the assessors on the basis of the application material provided).</u> What exactly does this mean?</b></p>
<p>This forms part of the assessment criteria for the International Assessment Board, as stated <i>as determined by the assessors on the basis of the application material provided</i> by applicants.</p>
<p><b>I am writing in relation to a query regarding the Post-Graduate Scholarships - 2009-10, Scheme 1. I was wondering does the references have to be typed or can they be hand written by the referee?</b></p>
<p>All references must be typed, we cannot accept handwritten applications, as per the terms and conditions.</p>
<p><b>I am being co-supervised for my post-graduate studies; can two references thus be provided with my application?</b></p>
<p>Please refer to paragraph 12 of the terms and conditions:</p> <p><i>12. Applicants must complete the appropriate current application form for the Scheme. They should also provide the relevant supporting materials to include:</i></p> <p><i>one signed and sealed confidential letter of reference. Applicants are required to nominate one academic referee of their own choosing in support of their project proposal. The referee is requested to forward an original signed and sealed reference to the applicant. This confidential reference should be submitted by the applicant as part of their proposal. The reference provided must be original and completed on the official referee form (available via <a href="http://www.irchss.ie/schemes/scheme01/Postgrad_reference_form2010-11.doc">www.irchss.ie/schemes/scheme01/Postgrad_reference_form2010-11.doc</a>).</i></p> <p>Where an applicant is being co-supervised, he/she is advised to use his/her discretion in choosing one academic referee but please bear in mind both supervisors should contribute to Part D of the application form and provide appropriate endorsements in Part F.</p>

<p><b>I applied unsuccessfully for the 2008 and 2009 Postgraduate Scholarship scheme. I note, that the 2010 scheme only allows two applications (first application and one re-application) to be submitted to the scheme. Can I re-apply to this scheme?</b></p>
<p>Yes, applicants may be re-apply to the scheme and must include in their application, according to the terms and conditions paragraph 14 (ix):  <i>Description of modifications made to the proposal if the proposal has been previously submitted under an IRCHSS scheme (no more than 200 words).</i></p> <p>As of October 2009, applicants may only apply on two occasions to the Postgraduate Scholarship scheme (i.e. 2010 and 2011 only). Therefore, as a 2008 and 2009 applicant you are eligible for two further applications only.</p>
<p><b>Does a 4-year PhD track programme where Year One is primarily course and skills-based, with an exit point at MA level qualify as an 'integrated Masters/PhD programme' for the purposes of the IRCHSS scheme?</b></p>
<p>All IRCHSS scholars may not receive more than a total of three years' funding</p> <p>The 4 year track programme does qualify as an integrated Masters/PhD as long as there is an exit point at MA level. All applications must fulfil the Terms and Conditions particularly the duration and original registration date with reference to Appendix One of the Terms and Conditions.</p> <p>(Terms and Conditions Para 19.i)</p> <p>i. The IRCHSS definition of an integrated masters/doctoral programme is that of four years' duration and therefore, will fund no more than three of these four years, depending on the date of the first registration for such a degree. No more than two of these four years should be/should have been devoted to the masters' phase of the programme. Applicants who are applying to the current Scheme and who are pursuing such a degree must have been registered for the degree for no longer than three years prior to October 2010. Successful applicants under this Scheme must transfer, if they have not already done so, to the doctoral phase of their programme within two years of their registration as postgraduate students. Failure to do so will lead automatically to the termination of a Scholarship. Scholars may not receive more than a total of three years' funding (see Appendix 1).</p>
<p><b>I am a fourth-year Ph.D. student (I started my Ph.D. in the academic year 2006-2007). I was wondering whether I am eligible to apply for an IRCHSS post-graduate scholarship.</b></p>
<p>As per Appendix 1 in the Terms and Conditions:</p> <p>Registrations prior to 2007 are ineligible.</p>
<p><b>If I am successful in my application for the Post-graduate Research PhD Scholarship in January, but decide that I am not in a position to dedicate myself to the PhD on a full-time basis until the following academic year i.e. 2011/2012, will I be in a position to postpone the draw-down of scholarship funds until 2011/2012?</b></p>
<p>As per Paragraph 27 of the Terms and Conditions: Scholarships may not be deferred.</p>

**I registered for my PhD in October of 2008, and am now entering my second year. According to my reading of the funding criteria, I am entitled to apply for two years of funding. Is this correct? As I would not be able to receive the funding before the end of this academic year I would, by my understanding, only be able to receive the funding in my third academic year. If so, those this potentially mean the third and fourth years of my PhD would be funded, if I were to make a successful application to the competition this year?**

Yes. As per the terms and conditions paragraph 19 scholarships will be awarded only to those who are full-time students and who will engage full-time in research during the period of the Scholarship. They will be awarded for periods of one, two, or three years, according to the original date of the applicant's registration for the relevant degree with reference to 1 October 2010 and based on satisfactory progress. The IRCHSS definition of an integrated masters/doctoral programme is that of four years' duration and therefore, IRCHSS will fund no more than three of these four years, depending on the date of the first registration for such a degree. No more than two of these four years should be/should have been devoted to the masters' phase of the programme. Applicants who are applying to the current Scheme and who are pursuing such a degree must have been registered for the degree for no longer than three years prior to October 2010. Successful applicants under this Scheme must transfer, if they have not already done so, to the doctoral phase of their programme within two years of their registration as postgraduate students. Failure to do so will lead automatically to the termination of a Scholarship. Scholars may not receive more than a total of three years' funding

**Could you tell me if this scholarship scheme is open to music students? If so, what area (eg. musicology, performance, composition, etc.)?**

Yes, this scheme is open to music students *as long as* the subject area is *Musicology* (*excluding* applications in composition and performance).

Please find a list of Funding Subject Areas through the link below:

[http://www.irchss.ie/schemes/IRCHSS\\_Subject\\_areas.pdf](http://www.irchss.ie/schemes/IRCHSS_Subject_areas.pdf)

**Is it permissible to apply simultaneously to both the general post-graduate scholarship and the IRCHSS scholarship?**

Depending on the nature and exact specifications of the general post-graduate scholarship that you mention, as per Paragraph 16 of the Terms and Conditions:

The Scholarship is valued at up to €16,000 per annum and may be held in conjunction with other awards, provided that such other awards will not exceed a total value of €16,000 in any given year during the period of the Scholarship and provided that:

- before 1 September 2010, the Scholar will inform the source of any other such award in writing of his/her award under this Scheme, if he/she hopes to hold, or currently holds, funding from such another source;
- should Scholars apply for further funding to another source, they will state as part of that application, whether or not requested to do so,

that they hold a Government of Ireland Scholarship;

- the source of such other funding agrees in writing that a Government of Ireland Scholarship may be held in conjunction with the funds it provides;
- copies of all such correspondence are furnished to the IRCHSS office not later than 1 September 2010, and, if applicable, 1 September of any subsequent year.

IRCHSS will not involve itself in the decisions of other funding agencies in this regard.

**Will submissions made by Non-EU applicants be accepted?**

No, non-EU applications will not be accepted to the 2010-11 Scheme. As per the terms and conditions, applications will be accepted from suitably qualified applicants who are either **citizens of Ireland or citizens of a Member State of the European Union** and who meet the requirements of the Scheme's Terms and Conditions.

**I am an Irish citizen studying for my PhD in at a UK institution. I did both my undergraduate degree and masters in Ireland. Am I eligible to apply for a Postgraduate Scholarships in Conflict Resolution?**

No, funding is only for EU citizens based in Irish Higher Education Institutions as per the list of eligible institutions [http://www.irchss.ie/schemes/scheme01/IRCHSS Postgraduate Scholarships Eligible Institutions.pdf](http://www.irchss.ie/schemes/scheme01/IRCHSS%20Postgraduate%20Scholarships%20Eligible%20Institutions.pdf)

**Can students who are already funded under a college scholarship apply for IRCHSS funding for the balance of their studies (say, for the last 2 years of a PhD)?**

As per Paragraph 16 of the Terms and Conditions:

The Scholarship is valued at up to €16,000 per annum and **may be held in conjunction with other awards**, provided that such other awards will not exceed a total value of €16,000 in any given year during the period of the Scholarship and provided that:

- before 1 September 2010, the Scholar will inform the source of any other such award in writing of his/her award under this Scheme, if he/she hopes to hold, or currently holds, funding from such another source;
- should Scholars apply for further funding to another source, they will state as part of that application, whether or not requested to do so, that they hold a Government of Ireland Scholarship;
- the source of such other funding agrees in writing that a Government of Ireland Scholarship may be held in conjunction with the funds it provides;
- copies of all such correspondence are furnished to the IRCHSS office not later than 1 September 2010, and, if applicable, 1 September of any subsequent year.

<p>IRCHSS will not involve itself in the decisions of other funding agencies in this regard.</p>
<p><b>How do I apply?</b></p>
<p>To apply you need to submit:</p> <ul style="list-style-type: none"><li>• 1 electronic copy which must be emailed to <a href="mailto:applications@irchss.ie">applications@irchss.ie</a> on or before 4pm 11 January 2010</li><li>• 1 hard copy which must be postmarked on or before 4pm 11 January 2010 (Applications are required to be postmarked on or before the deadline. If the application is postmarked after the deadline, the application will be deemed ineligible)</li></ul> <p>The address for postal submissions is:</p> <p><b>Postgraduate Scholarship, Irish Research Council for the Humanities &amp; Social Sciences, Brooklawn House, Shelbourne Road, Ballsbridge, Dublin 4.</b></p> <p>Applications delivered by hand will not be accepted.</p>
<p><b>Can students who are already funded under a college scholarship apply for IRCHSS funding for the balance of their studies (say, for the last 2 years of a PhD)?</b></p>
<p>Yes, applicants can apply for the IRCHSS postgraduate scholarship even if they have been already funded under a college scholarship. The duration of the scholarship will depend on the type of degree being pursued and the date of first registration. Please see appendix 1 of the terms and conditions for further information.</p>
<p><b>As a citizen of an EEC country, am I considered eligible to apply for the Postgraduate scholarship?</b></p>
<p>Yes, as per paragraph 3 of the terms and conditions: <i>Applications will be accepted from suitably qualified applicants who are either citizens of Ireland or citizens of a Member State of the European Union who have been ordinarily resident within a Member State of the EU for a continuous period of not less than three years prior to the closing date.</i></p>

<b>I am a part-time Masters student. I registered in 2007. I understand that, for stand-alone Masters degrees, registrations prior to 2009 are not eligible. Does this apply to both full-timers and part-timers?</b>	
This applies to both full and part-time students as per appendix 1 in the Terms and Conditions:	
<b><u>Stand-alone masters degrees</u></b>	
Commenced	Scholarship Duration
October 2009	<b>ONE Year</b>
October 2010	<b>TWO Years</b>
Registrations prior to 2009 are ineligible.	
<b>Can I submit different applications for the same scheme?</b>	
Yes, <i>however</i> please make note that suitable endorsements will be required for each separate application. In addition, please be aware that a number of different applications may demonstrate a lack of focus.	
<b>Question regarding current and proposed institutional affiliation (under summary of applicants detail)</b>	
<b>I finished my masters in 2003 and have been working since. Am I still entitled to apply for the scholarship with only a proposed institution?</b>	
Yes, you are entitled.	
<b>I'm interested in applying for the postgraduate scholarship in January 2010. I would be very grateful if you had information about the number of applicants and the number of scholarships awarded.</b>	
Please consult our website for the awards made since 1999 <a href="http://www.irchss.ie/awards/index.html">http://www.irchss.ie/awards/index.html</a> There were 588 eligible applications to the 2009-2010 scheme.	
<b>I am an Irish national who is a French resident for the past 3 years. I am interested in registering for a PhD research programme at an Irish University. Question: As a French resident, am I entitled to apply for the Scheme 1 - Post Graduate Scholarship or do I have to be physically resident in Ireland first?</b>	
Yes you are eligible to apply for the scheme as per paragraph 2 of the terms and conditions, 'applications will be accepted from suitably qualified applicants who are either citizens of Ireland or citizens of a Member State of the European Union who have been ordinarily resident within a Member State of the EU for a continuous period of not less than three years prior to the closing date'.	
Please note as part of the application process your application must be endorsed by an	

<p>eligible host institution, i.e. signed and stamped by the relevant authorities. Original signatures are only accepted. See <a href="http://www.irchss.ie/schemes/scheme01/IRCHSS%20Postgraduate%20Scholarships%20Eligible%20Institutions.pdf">http://www.irchss.ie/schemes/scheme01/IRCHSS Postgraduate Scholarships Eligible Institutions.pdf</a> for list of eligible institutions.</p>
<p><b>Because I am in my second year, I am writing to find out if I can apply to the Conflict Resolution strand of IRCHSS post-graduate scholarships in the Humanities and Social Sciences? My topic is very much in keeping with DFA's thematic areas related to Conflict Resolution. If I can apply, I would also like to know if I can apply to both the generic Scholarships and DFA's scholarship? Can I submit the same proposal to both strands? Can I submit 2 slightly different proposals to the respective strands?</b></p>
<p>Yes, <i>however</i> please make note that suitable endorsements will be required for each separate application. In addition, please be aware that a number of different applications may demonstrate a lack of focus.</p>
<p><b>I have a double query regarding one of my Ph.D. students. He is a non-EU citizen, currently working on his first year of PhD. He has been awarded a one-year fee only scholarship and as such, is going to be registered on EU fees for the rest of his research time. Would that make him eligible to apply to the *Scheme 1 - Post-Graduate Scholarship 2010-11 *even though he is a non-EU citizen?</b></p>
<p>No, non-EU applications will not be accepted to the 2010-11 Scheme. As per the terms and conditions, applications will be accepted from suitably qualified applicants who are either <b>citizens of Ireland or citizens of a Member State of the European Union</b> and who meet the requirements of the Scheme's Terms and Conditions.</p>
<p><b>A potential student is embarking on a co-tutelle PhD between DCU and a non-Irish higher-education institution. He is Irish. Can he apply to your scheme 1 PG Scholarships programme?</b></p>
<p>Yes, however to be eligible for the scheme applicants must be registered in an Irish higher-education institution as per paragraph 3 of the terms and conditions '<i>Scholarships must be held at a recognised higher-education institution in the Republic of Ireland</i>'. In addition please note that Paragraph 19 of the terms and conditions states that: <i>Scholarships may not be held or continued at an institution other than that specified in the application form, or held to provide funding for a project other than as set out in the application form.</i> Please note also paragraph 14 (vi) – "<i>Reason for choosing the institution and supervisor for the project</i>". Where an applicant is being co-supervised, he/she is advised to use his/her discretion in choosing one academic referee but please bear in mind both supervisors should contribute to Part D of the application form and provide appropriate endorsements in Part F.</p>
<p><b>A student that wants to apply for this scholarship will be researching in School of Engineering. The project we will work on is based on energy economics. My question is, is it ok for a student based in an engineering school to apply for this funding?</b></p>
<p>At application stage, IRCHSS cannot advise on the eligibility of a subject area and application per se. Therefore, you are advised to carefully read our subject areas which can be found on <a href="http://www.irchss.ie/xdownloads/IRCHSS%20Subject%20areas.pdf">http://www.irchss.ie/xdownloads/IRCHSS Subject areas.pdf</a> The IRCHSS Postgraduate scheme will only fund relevant areas and your application will need to clearly demonstrate this.</p>

<p><b>As the student's supervisor can I provide the academic reference?</b></p>
<p>Reference can be provided by a suitable referee, which is typically, but not always the academic supervisor.</p>
<p><b>I wish to put forward a funding application through the (IRCHSS) post graduate scheme which closes in January 11th 2010. I am a member of staff working as a full time researcher on one study. There is only sufficient funding to undertake the study for one year, so my PhD will have to be funded separately. Would I be eligible to apply for funding given that as a member of staff I will only be working on one project for the duration of my employment contract that relates to PhD?</b></p>
<p>No, as per the terms and conditions paragraph 19, scholarships will be awarded only to those who are full-time students and who will engage full-time in research during the period of the Scholarship. Please also see paragraph 20, In the case of Scholars who have been awarded either two or three-years' funding, the first year shall be devoted exclusively to research. Scholars undertake not to engage in any other type of paid employment during this first year.</p>
<p><b>I am writing to you in connection with the IRCHSS Postgraduate Scholarship 2010/11. I applied last year through Trinity College Dublin to the funding scheme. Therefore, I was wondering if this will be the last time, due to IRCHSS regulations, that I will be allowed to apply.</b></p>
<p>If your application was deemed ineligible you will not have received feedback therefore you may apply as your first attempt.</p> <p>However, for future applications please note applicants may re-apply to the scheme and must include in their application, according to the terms and conditions paragraph 14 (ix):</p> <p><i>Description of modifications made to the proposal if the proposal has been previously submitted under an IRCHSS scheme (no more than 200 words).</i></p> <p>Please note, from of 21 October 2009, applicants may only apply on two occasions to the Postgraduate Scholarship scheme (for example. 2010 and 2011 only).</p>
<p><b>In order to apply for the scholarships, does one need to be already accepted for a Master by research for 2010/11, or will having discussed the project with a supervisor at a recognised institution, and gained approval, be sufficient?</b></p>
<p>No, however as per paragraph 6, applicants who are not already registered for one of the degrees listed in paragraph 1 must:</p> <ul style="list-style-type: none"> <li>• have been provisionally accepted by a head of department/school (or his/her authorised deputy) by, at the latest, 1 August 2010, and</li> <li>• have been formally accepted by the relevant department/school by, at the latest, 1 October 2010.</li> </ul> <p>It will be the personal responsibility of successful applicants to inform IRCHSS of these matters before the relevant dates.</p>

<p><b>I will put down my second application this year. Although the argument is the same, most of the project is changed:</b></p> <ul style="list-style-type: none"> <li>- the university and supervisor</li> <li>- the department</li> <li>- most of the methodology</li> <li>- most of the research questions, research title</li> </ul> <p><b>So my question is: do you consider this as a first application for this project or as a second one?</b></p>
<p>This would be regarded as a second application.</p> <p>Please note applicants may re-apply to the scheme and must include in their application, according to the terms and conditions paragraph 14 (ix):</p> <p><i>Description of modifications made to the proposal if the proposal has been previously submitted under an IRCHSS scheme (no more than 200 words).</i></p> <p>Please note, from of 21 October 2009, applicants may only apply on two occasions to the Postgraduate Scholarship scheme (for example. 2010 and 2011 only).</p>
<p><b>I was wondering if you can work part-time if awarded the €16,000 per annum doctoral grant?</b></p>
<p>No, as per paragraph 20 of the terms and conditions, in the case of Scholars who have been awarded either two or three-years' funding, the first year shall be devoted exclusively to research. Scholars undertake <b>not</b> to engage in any other type of paid employment during this first year.</p>
<p><b>I am a second year Masters of Social Policy (by thesis) student. This program allows a transfer to the PhD programme after a minimum of 1 year. I therefore simply wish to confirm that my application for an IRCHSS Postgraduate Scholarship will be accepted in advance of me formally being accepted to the PhD programme?</b></p>
<p>As per paragraph 6 of the terms and conditions, applicants who are not already registered for one of the degrees listed in paragraph 1 must:</p> <ul style="list-style-type: none"> <li>• have been provisionally accepted by a head of department/school (or his/her authorised deputy) by, at the latest, 1 August 2010, and</li> <li>• have been formally accepted by the relevant department/school by, at the latest, 1 October 2010.</li> </ul> <p>It will be the personal responsibility of successful applicants to inform IRCHSS of these matters before the relevant dates.</p>
<p><b>I'm a third year Ph.D student, and I registered in October 2007, am I eligible to apply?</b></p>
<p>Applicants who are registered on a stand-alone doctorate or an integrated masters/doctoral programme since October 2007 are eligible are eligible for one year's funding if successful. If you finish your PhD before the end of the academic year, the scholarship would be terminated and you would receive no further funding.</p>

**I registered for a doctorate in September 2007, and in the same year was awarded a separate Research Scholarship for a term of three years to end August 2010. The terms and conditions provided for the IRCHSS scholarship programme seem to indicate that I am eligible to apply for one year's funding?**

Yes, you are eligible to apply as per paragraph 16 of the terms and Conditions:  
The Scholarship is valued at up to €16,000 per annum and may be held in conjunction with other awards, provided that such other awards will not exceed a total value of €16,000 in any given year during the period of the Scholarship and provided that:

- before 1 September 2010, the Scholar will inform the source of any other such award in writing of his/her award under this Scheme, if he/she hopes to hold, or currently holds, funding from such another source;
- should Scholars apply for further funding to another source, they will state as part of that application, whether or not requested to do so, that they hold a Government of Ireland Scholarship;
- the source of such other funding agrees in writing that a Government of Ireland Scholarship may be held in conjunction with the funds it provides;
- copies of all such correspondence are furnished to the IRCHSS office not later than 1 September 2010, and, if applicable, 1 September of any subsequent year.

IRCHSS will not involve itself in the decisions of other funding agencies in this regard.

**I am a first year PhD student. My area of research is Marketing and Mergers & acquisitions. I was wondering if I am eligible for the Post-Graduate Scholarship 2010-11.**

You would be eligible to apply as Marketing and Mergers & acquisitions would come under the 'Management and Business' subject area.

Our list of Subject Areas can be accessed at  
[http://www.irchss.ie/schemes/IRCHSS\\_Subject\\_areas.pdf](http://www.irchss.ie/schemes/IRCHSS_Subject_areas.pdf)

**Is it sufficient to have the application postmarked before the 11th January, if posting from overseas?**

Yes, provided it is postmarked before or on the 11<sup>th</sup> January before 4pm.

**I am a post-graduate student planning to apply for the IRCHSS Scheme 1 scholarship. The referee is supposed to be an undergraduate lecturer who also happens to be an expert in the area of my proposed research topic. My current supervisor is the utmost expert and is giving me the main reference in the body of the main application form. Do I need a second reference?**

No, only one referee is required.

**I just have a small query regarding the application form.**

**The section where you have to write under the following criteria :**

**(i) Description of Topic - 1000 words**

**(ii) Methodology (600 words)**

**etc**

**etc**

**Is this work to be pasted into the space on the downloadable Word Doc. App Form or is it to be printed seperately?**

The work must be pasted into the application form, as per paragraph 12 of the Terms and Conditions:

Please note only items presented in the Application Form and references will be evaluated by the International Assessment Board. Please do not provide additional sheets/appendices etc. **These additional items will deem an entire application ineligible.**

**I am a first year History PhD student. I applied for the IRCHSS scholarship for a PhD in Classics last year and was unsuccessful. I am planning on applying again for IRCHSS funding this year but I am unsure whether I need to state that I am a previous applicant?**

**My project has changed, as has my institution and discipline.**

In such circumstances, this would be treated as a first time application, however:

1. You should tick Yes to 'Are you making a repeat scholarship application?' in Part A of the Application Form

2. Provide some outline details (in brackets) after year of your previous application (subject area, institution) in the 'Year of the previous application?' box, also in Part A of the Application Form.

**My query refers to the suitability of my area of research. My subject draws on both Philosophy and Philosophy of Science, as well as Chemistry.**

**Given that my subject area draws on more disciplines than Philosophy itself, I wonder whether my particular interest, carried out in the Philosophy Dept. might be considered as a valid subject area, as far as funding is concerned.**

At application stage, IRCHSS cannot advise on the eligibility of a subject area and an application per se.

Therefore, you are advised to carefully read our subject areas which can be found on [http://www.irchss.ie/xdownloads/IRCHSS\\_Subject\\_areas.pdf](http://www.irchss.ie/xdownloads/IRCHSS_Subject_areas.pdf)

The IRCHSS Postgraduate scheme will only fund relevant areas and your application will need to clearly demonstrate this.

**If you could advise me on whether applicants under the DFA scheme are also considered through the main IRCHSS pool of applicants, or whether they are removed from that pool and considered separately?**

By ticking Yes on Question 13. in the Application Form, a student elects to be considered for the Department of Foreign Affairs (DFA) Conflict Resolution Strand

**BUT** this does not exclude them from the main IRCHSS pool of applicants.

**I have a question about the Postgraduate Scheme. Section 10 (Title and short description) says 'no more than 50 words'. Including the title? Or for the short description alone?**

50 words including the title.

**I am currently working in a full time capacity but would be interested in taking a career break should I be successful in my application for a scholarship. Can I apply if I am working at the time of application? I understand I can't work if I were to be successful and commence on a scheme.**

You *can* apply while working but with the understanding that you would have to leave your job should you be successful in your application.

**I have read the FAQs. Unfortunately I do not understand whether the total amount of funding in a given year is not allowed to be over 16.000 in total or whether it is allowed to get a total of 32.000 in a given year (e.g. Irchss award 16.000 plus 16.000 other fund is. 32.000). Could you please clarify this for me?**

The IRCHSS Scholarship is valued at up to €16,000 per annum and may be held in conjunction with other awards, provided that such other awards will not exceed a total value of €16,000 in any given year during the period of the Scholarship. Therefore, you can hold the IRCHSS scholarship in conjunction with another award provided that the other award does not exceed €16,000.

IRCHSS will not involve itself in the decisions of other funding agencies in this regard.

**I am currently undertaking a PhD. I began the PhD in October 2008 having undertaken a PhD (track) between October 2007 and September 2008. I have applied for an IRCHSS scholarship twice; in 2007 and 2008 (although as aforementioned I was only a PhD student on one of these occasions). Could you please let me know if I am eligible to apply for the upcoming IRCHSS scholarship?**

Yes, you are eligible to apply for the scholarship. Please consult Appendix 1 to determine the indicative duration of your scholarship. Applicants may only re-apply to the scheme with the same project on one subsequent occasion with effect from 19 October 2009.

**If I hold both Irish and Canadian citizenship. Am I eligible for the postgraduate research scholarship? I completed my master's degree in Ireland but my**

<b>undergraduate degree in Canada.</b>
Yes, once you are citizen of Ireland or an EU Member State, you are eligible to apply to the scholarship.
<b>I have no primary degree, but I do have a 2.2 in my Masters degree. Is this acceptable as equivalent to the academic qualification of a first or upper second class honours primary degree?</b>
No, this is not acceptable as equivalent to the academic qualification of a first or upper second class honours primary degree. Please consult the National Framework of Qualifications ( <a href="http://www.nfq.ie">www.nfq.ie</a> ) The National Framework of Qualifications is a system of 10 levels. It is based on standards of knowledge, skills and competence and it incorporates awards made for all kinds of learning, wherever it is gained. A masters degree is Level 9; it cannot be substituted for primary degree, which can be a Level 7 (ordinary degree) or Level 8 (honours degree). Please use section 9 of the application form to explain why you do not hold a primary degree.
<b>With regard to section 4: I am in the final year of my undergraduate degree, and have indicated in section 4.1 that my results are expected in June 2010. However, I am unsure as to whether I should answer section 4.1 instead of section 4. I have also entered into section 4 the years of my registration, the course that I am studying, and the institution, but have left blank the title of qualification and level as I have not finished yet. I want to clarify that this is the proper way to answer this section.</b>
Complete both section 4 and 4.1. Title of qualification refers to the type of degree you are pursuing e.g. BA. It will be clear that you are in the final year of your undergraduate degree.
<b>With regard to section 6 and the type of degree: I am applying to a doctoral programme. It is a four-year programme, in the first year of which is constituted by taught seminars. I am confused as to whether this is a stand-alone doctorate or an integrated masters-PhD. If a candidate fails after the second year to meet the level expected of a PhD, they will be awarded an MLitt. Can you clarify for me if the programme is in fact a stand-alone doctorate or not.</b>
The details you describe fall in to the category of integrated masters/doctoral programme as there is an MLitt exit point. Your institution can advise you on the type of degree you are pursuing as this is not within the remit of the Research Council.
<b>I have filled in section 6.2 (stand-alone doctorate, since the course coordinator has told me that this is the correct section) but there is a question whose meaning I am confused about. The form asks whether one's studies have been interrupted. Does this refer to a break during one's third level education only? I worked for two years between finishing school and beginning my BA; is this a relevant interruption?</b>
This refers only to an interruption in your doctoral studies, not to your third-level education in general.
<b>Section 15 asks for a bibliography and a 'word count.' But a word count of what? Do you require an approximate word count of all the items on the bibliography put together? Do you want a word count of what the thesis will be?</b>
Section 15 states that the <b>bibliography is in addition to the stated word count</b> and

<p>must not exceed 2 pages. We do not require a word count of the thesis.</p>
<p><b>Does the academic reference (the one which shall be enclosed in an envelope with the hard copy) have also to be sent to you electronically? If so, shall I tell my referee to mark the email with my name?</b></p>
<p>No, an electronic copy of the reference is not required; <b>only the application form should be submitted electronically.</b></p>
<p><b>The terms and conditions state that the only handwriting permissible on the form are signatures. Can the dates which accompany these signatures also be handwritten, or do they have to be word processed?</b></p>
<p>The dates can be handwritten or word processed.</p>
<p><b>I am an Irish citizen and graduated from my BA in Visual Communications in June. I am hoping to undertake my MA in Design History and Criticism in the Royal College of Art and V&amp;A in London. I was hoping to apply for the Post-Graduate Scholarship 2010-11. Unfortunately, it is my understanding that the IRCHSS does not offer grants to anyone in a taught postgraduate course or in the UK. Am I correct in assuming this? The first year of the course is taught and the second year is primarily research based. Are there any IRCHSS grants for Irish students hoping to do a taught masters course in the UK?</b></p>
<p>IRCHSS does not fund taught masters and it does not fund studies undertaken at higher-education institutions outside the Republic of Ireland.</p>
<p><b>I have a question regarding the application form and the question "have your studies been interrupted?" Would this year away from academia post my completion of my Masters course count as an interruption, or does the question only refer to time during courses?</b></p>
<p>This only refers to an interruption during your masters or doctoral studies. It does not refer to any breaks between completed courses.</p>
<p><b>I am currently completing the IRCHSS application and just have one query relating to the classification of my degree. I am pursuing a research degree. It is my full intention to complete a Ph.D however, at the moment I am on the M.Litt register. My supervisor has recommended that I be transferred to the Ph.D register in the next few months. Does this mean that I am pursuing an "integrated masters/doctorate" for the purposes of the IRCHSS application form?</b></p>
<p>This depends on the type of degree you initially registered for. Your institution can advise you on the type of degree you are pursuing as this is not within the remit of the Research Council.</p>
<p><b>I am an Irish citizen who is a first year PhD student studying in the UK. Does the IRCHSS provide any funding for people not studying in Irish institutions?</b></p>
<p>No, IRCHSS only funds scholarships undertaken in higher-education institutions in the Republic of Ireland.</p>
<p><b>As I am a final year undergraduate student, am I eligible to apply for the Postgraduate Scholarship?</b></p>
<p>Yes, you are eligible to apply to the scholarship. As per the terms and conditions, the</p>

<p>Scheme will offer opportunities for suitably qualified women and men to pursue one of the following postgraduate degrees at a recognised higher education institution in Ireland:</p> <ul style="list-style-type: none"> <li>• a masters degree by research</li> <li>• a doctoral degree by research</li> <li>• an integrated masters/doctoral programme leading to the award of a doctorate.</li> </ul>
<p><b>As I have not sat my finals yet, will you need copies of my transcripts from first to third year?</b></p>
<p>No, academic transcripts are not required at the application stage. However, you will be required to supply original academic transcripts if you are successful at award stage. Should your transcripts not match your application details your award will be revoked.</p>
<p><b>As a final year undergraduate am I able to apply for the Postgraduate Scholarship to pursue a doctoral degree by research?</b></p>
<p>Yes, but you should consult with your host institution about the type of degree you intend to pursue. IRCHSS cannot advise applicants about the types of degrees they should pursue.</p>
<p><b>I see in the FAQs that EU citizens residing in Ireland need to normally have done so for 3 years. There are provisos written in but I just want to double check before submitting my application that I am eligible. I am a British citizen and have resided in Ireland for 2.25 years (if I submit my application on the 11 Jan 2010). However, I am involved in overseas aid work so I do not have the required 3 years but have been living abroad for short stints whilst working in emergency humanitarian contexts. Am I eligible to apply for this scholarship?</b></p>
<p>Yes, you are still eligible to apply to the scheme as under the terms and conditions the period of ordinary residence for EU citizens will not be deemed as having been interrupted if an absence from that residence has been caused by: training or employment of the applicant or the applicant's spouse or parents; the full time education of the applicant or his/her spouse; an absence or absences for cultural or personal reasons; provided that in no circumstances whatsoever will an application be deemed eligible if the applicant has for whatever reason resided outside the EU for longer than one year of the preceding three years.</p>
<p><b>I applied in 2008 and 2009 for an IRCHSS Postgraduate Scholarship but was unsuccessful. May I apply again? I have read the FAQs and I am still unsure.</b></p>
<p>Yes, you can apply to the scheme. As stated you must describe the modifications made to your proposal. As of 21 October 2009, applicants may only apply on two occasions to the scheme.</p>
<p><b>I am completing an application under the Post-Graduate Scholarship Scheme and would welcome some clarification in relation to the following section of the application form:</b></p> <p><b>Section 14.2.iv: The instruction in this section is as follows: <i>Description of the relationship of the project to existing research. Suggest how the project will make a new contribution to knowledge. Do not provide bibliographical lists or footnotes here. Does the exclusion of references apply to both the relationship to existing</i></b></p>

<p><b>research and the potential contribution of the proposed project? Can I cite references, for example, Black, 1989, in this section?</b></p>
<p>You may cite references but these references must be included in the word count for this section.</p>
<p><b>I am currently putting together an application to the IRCHSS for postgraduate funding. I wish confirm that it is acceptable for my referee to be the same person as my proposed supervisor. I studied under my referee at University College Dublin a number of years ago and she has direct experience of my academic work and achievements. She is now a senior lecturer at Trinity College Dublin where I have been accepted to a PhD programme and is to be the supervisor of my PhD research.</b></p>
<p>Yes, it is acceptable for your proposed supervisor to be your referee.</p>
<p><b>I have a question concerning the statement concerning any ethical issues that may arise in my research. Under point 11 in the terms and conditions it is stated that “If ethical issues arise in their research, applicants will be required to submit a written statement, to IRCHSS, to the effect that full consideration has been given to the ethical implications of the research proposal. This statement must further demonstrate the applicant’s proposed resolution of the ethical issues arising.” As far as I understand this ethical statement is different from the “written evidence of ... ethical approval [which] will have to be received by IRCHSS in the event of a successful outcome prior to confirmation of the award.” As there is no section for an ethical statement in the application form, I would assume that I need to attach it to my application. However, under point 12. it is stated that “any additional items will deem an entire application ineligible.” Hence, it would be very helpful, if you could clarify whether I need to include a separate ‘Ethics statement’ with my application.</b></p>
<p>In the event of a successful outcome to your application, written evidence of ethical approval will need to be received by the IRCHSS prior to confirmation of the Scholarship. At application stage, all you need to do is tick the box ‘yes’ or ‘no’ in section 19 of the application form.</p>
<p>My question is that given that I am currently on a sabbatical year am I eligible to apply to the scheme? I will be returning to my studies in September 2010.</p>
<p>Yes, you are eligible to apply to the scheme.</p>
<p>I am in the process of completing the application for IRCHSS funding and I need to specify whether I will be doing a stand-alone Doctorate or an integrated Masters/Doctorate. I am not sure which of these I fall under as I have graduated from my Masters in Applied Behaviour Analysis and am now joining Year 2 of the structured ABA Phd programme.</p>
<p>The details you describe fall in to the category of a stand-alone doctorate as you have already completed a stand-alone masters. Your institution can advise you on the type of degree you are pursuing as this is not within the remit of the Research Council.</p>
<p>I am an EU (Italian) citizen and have been residing in Ireland for the past 10 years. My</p>

<p>enquiry is basically, if I would be eligible for the grant and if so, if the subject of my research would be an obstacle to be given a grant. I would have to travel to Uruguay to collect data, field trips, etc but my residency would remain in Ireland as I am settled in here and not going anywhere.</p>
<p>Yes, you are eligible to apply for the grant.</p> <p>At application stage, IRCHSS cannot advise on the eligibility of a subject area and an application per se. Therefore, you are advised to carefully read our subject areas which can be found on <a href="http://www.irchss.ie/xdownloads/IRCHSS_Subject_areas.pdf">http://www.irchss.ie/xdownloads/IRCHSS_Subject_areas.pdf</a> The IRCHSS Postgraduate scheme will only fund relevant areas and your application will need to clearly demonstrate this.</p> <p>In your application you must clearly outline any research trips that you intend to undertake, the duration of these trips and how they are relevant to your research.</p>
<p>I have studied your FAQs and would like further clarification on the residency issue. You have given the example of a UCD student wanting to reside in Cork as being an unacceptable distance. For the purposes of applying do you accept that people have home and term addresses? In other words if a student has not yet been registered for a course at a university and is awaiting funding, do you allow that they will move to the town or city of that institution before starting, or, is the application deemed ineligible because the institution and home address are in two separate cities?</p>
<p>Yes, for the purposes of applying we do accept that people have a home and a term address. If you are awarded a scholarship, you will be expected to maintain residency within a reasonable distance of your host institution.</p>
<p>If I won't be registering until March next year for the Research/PHD. Would I be eligible to submit a grant application in Jan 11th?</p>
<p>Yes, you are eligible to apply. Please note that the scholarship will not commence until 1 October 2010.</p>
<p>I am applying for IRCHSS funding for a stand alone Phd from October 2010. I applied for funding, unsuccessfully, with fundamentally the same project last year. I will be new to this programme in October 2010 and as such I should fill out section 14.1. However, as this is a repeat application, should I provide details as to any changes that I have made in the proposal? Space for such changes is provided on the application form under section 14.2.ix, although it states that only applicants who are already registered should fill out this section. As I am not yet registered in the Phd programme how should I make the changes to my project known?</p>
<p>You can detail the changes you made to your project in section 9 of the application form.</p>
<p>Regarding DFA conflict resolution eligibility: Of the four chapters in my proposed thesis, only one of them has a detailed analysis of the Conflict in Northern Ireland; this is in the context of gender roles. I would add that 'the Troubles' are referred to throughout; still, it is only in that one chapter where this topic is the main focus of investigation. Given this information: Would I be eligible to apply for the DFA strand as well as the IRCHSS strand?</p>
<p>At application stage, IRCHSS cannot advise on the eligibility of a subject area and an application per se. Therefore, you are advised to carefully read the DFA areas which can be found on:</p>

<p><a href="http://www.irchss.ie/schemes/scheme01/Statement_of_Themes_for_DFA_Scholarships.pdf">http://www.irchss.ie/schemes/scheme01/Statement_of_Themes_for_DFA_Scholarships.pdf</a> The IRCHSS Postgraduate scheme will only fund relevant areas and your application will need to clearly demonstrate this.</p>
<p>Re: IRCHSS post graduate applications. I am in the process of registering for my Phd and I should be registered by the end of January. I am unsure as to whether I should complete sections 14.1 or 14.2? Also, in relation to section 14.2.v 'Describe how data required for this project will be accessed'. I am unsure as to what exactly is required for this part. Would it involve describing how you intend to recruit participants for your studies?</p>
<p>You should complete section 14.1 as you will not be registered for your degree when the scheme closes on January 11<sup>th</sup> 2010. IRCHSS cannot guide applicants in completing their application form; you should discuss this with your supervisor.</p>
<p>I am applying for an IRCHSS grant to pursue a Doctoral Degree by Research. I completed a Stand Alone Masters Degree by Research in 2007 (MComm). However, this Stand Alone Masters Degree <b>will not be part of, or be converted into</b>, the Doctoral Programme, i.e. the subject/research area is distinctly different from that of the MComm. Can you indicate where I should include the results and details from this Masters by Research Degree?</p>
<p>You can include the results in section 5 of the application form, but make it clear that it is a stand-alone masters degree by research, and not a taught masters.</p>
<p>I am applying for the postgraduate scholarship and, although I know that transcripts are not required unless the application is successful, I would still like to ask how recent the stamp needs to be on the transcripts (e.g. in the preceding six or twelve months). One of my qualifications, although HETAC accredited, was issued through a company so I'm experiencing some delays getting a copy of the transcripts - if indeed a HETAC-accredited course stamped by a company is acceptable?</p>
<p>The stamp on the academic transcripts will have to be within the preceding six months of the offer of the scholarship. Once a course is accredited by HETAC and recognised on the National Framework of Qualifications (<a href="http://www.nfq.ie">www.nfq.ie</a>) it is acceptable.</p>
<p>I am unable to find the Terms and Conditions that I am required to consult for the filling in the reference letter for a student applying for a postgraduate grant. Under the heading I can only find 'eligible institutions'. Please advise.</p>
<p>Referees are required to consult paragraph 14 of the terms and conditions as stated on the reference form.</p>
<p>I am seeking confirmation on a small point with regard to the IRCHSS Postgraduate Scholarship application form. I enrolled as a full-time PhD research student in Sept. 2009, but applied (unsuccessfully) for IRCHSS funding for the academic year 2009-10. When answering Section 6, is it correct to tick the 'Year 2' box? Although I am currently in my 1<sup>st</sup> year of study, the funding application applies to my second year (2010-11).</p>
<p>Section 6 refers to the current year of your study, therefore, you should tick 'Year 1' box. As you will be completing section 14.2, you can indicate in 14.2.ix that this is a second application.</p>
<p>The PHD(BIS) comprises 1 1/2 years of coursework on IS theory and research methods, followed by 2 1/2 years of original research leading to the dissertation. Student's who don't go on to do the research portion have the possibility of receiving a masters degree in IS Research Practice based on the coursework. My query - I assume that the students will be applying under the category of "Integrated masters/doctoral programme", which</p>

will provide funding for up to 2 years (Oct 2010 - Sept 2012); is this correct?
The details you describe fall in to the category of integrated masters/doctoral programme as there is an exit point at masters level. Your institution can advise you on the type of degree you are pursuing as this is not within the remit of the Research Council. Scholars may not receive more than a total of three years' funding. The duration of the scholarship depends on the programme and mode of study and the date of first registration, please consult appendix 1 of the terms and conditions.
A question regarding the reference from the supervisor. My supervisor has typed his reference and signed it. Is it OK if the reference itself is typed and it is signed by him?
Yes, this is acceptable, as per the terms and conditions, signatures must be original.
I am in my first year of a structured PhD programme, whereby modules make up 70 ECTS and the thesis makes up 290 ECTS over four years. I already have an MA but on the IRCHSS form, do I fill in section 6.2 (stand-alone doctoral degree by research) or section 6.3 (integrated Masters/Doctoral programme)? If I need to fill in section 3, how do I know which is the Masters phase and which is the Doctoral phase of the programme?
Your institution can advise you on the type of degree you are pursuing as this is not within the remit of the Research Council. The duration and funding of the scholarship depends on the programme and mode of study and the date of first registration. Please consult appendix 1 of the terms & conditions and refer to your supervisor for advice.
My question is in regards to Section 6 where one is asked "Please confirm the type of degree being / to be pursued and year".
I am currently a first year PhD student. Do I put down the year I am currently in (i.e. Year 1) or the year I am going to be in come September 2010 (i.e. Year 2)?
Section 6 refers to the current year of your study, therefore, you should tick 'Year 1' box.
Does the individual reference form have to be hand-written or does it need to be typed?
It has to be typed, as per the terms and conditions, applications will not be assessed if they are handwritten. This includes the reference form.
A question regarding the reference form for scheme 1 of the IRCHSS scholarship. I have a written reference but I may not be able to get a hold of my supervisor during the Christmas break to sign the envelope it will be in. I was told that if I don't get him to sign the envelope it will be deemed invalid. The reference itself, however, is signed clearly.
As per the terms conditions ' <i>An 'original signed and sealed reference' is a duly completed reference form bearing the original signature of the referee. Neither photocopies nor electronic copies of references will be accepted</i> ', the envelope must be signed across the seal by your supervisor. If it is not, your application will be deemed ineligible. The provision of this reference is an integral part of a fully completed application and is the sole responsibility of any applicant to this scheme. Applicants are advised to allow sufficient time for their nominated referee to complete and return a duly completed official reference form to the applicant in advance of the closing date.
Could you please confirm for me that a student who started PhD track in Oct 2007 is eligible to apply for the 2010-2011 PhD scholarships?

Yes, they are eligible to apply, please consult appendix 1 of the terms and conditions.

**Integrated masters/doctoral programme**

Commenced	Transferred	Scholarship Duration
October 2007	≤ 2009	<b>ONE Year</b>

In part 15 of scheme 1 funding application asks for a bibliography. Is this a bibliography in reference to parts 14 or is it a proposed bibliography of the works you will cite in your proposed project. I have no need to cite other works from 14.

The bibliography is in to section 14 of the application form.

If I am writing my application through Irish, do I just translate and place the translated part directly beneath the Irish part or should I hand in a second application? Also will this affect the word count (as it is a doubling of the word count in a way)? I am open to it being translated by an external translator but I am anxious that they will translate it incorrectly; if it is translated for me do I get to go through it first?

If you are submitting an application in Irish, please provide the English translation in a separate application form, i.e. do not place the English translation below the Irish part.

As stated in the terms and conditions, applications may be submitted in either English or Irish. In order to facilitate evaluation by the International Assessment Board in English, applicants submitting Irish language applications are invited to submit an English language translation of their application. Should an English translation not be provided by an applicant, IRCHSS will provide a translation to the International Assessment Board. If you do not provide a translation and IRCHSS translates your application for the Board, you are not given the opportunity to read through the English translation.

Having read the information available on your website regarding the above scheme, I am unclear as to whether the topic of my research is eligible - it is within psychology, specifically looking at self-management techniques within chronic illness patients. Is my topic eligible for this scheme?

At application stage, IRCHSS cannot advise on the eligibility of a subject area and an application per se.

Therefore, you are advised to carefully read our subject areas which can be found on [http://www.irchss.ie/xdownloads/IRCHSS\\_Subject\\_areas.pdf](http://www.irchss.ie/xdownloads/IRCHSS_Subject_areas.pdf)

The IRCHSS Postgraduate scheme will only fund relevant areas and your application will need to clearly demonstrate this.

I have a Masters of Art from the University of Heidelberg and am currently having a certified copy of it sent to me. Do I have to get the certified copy translated into English?

NOT at APPLICATION STAGE, however, you will be required to supply original academic transcripts if you are successful at award stage. Should your transcripts not match your application details your award will be revoked. You can supply a photocopy

version which has been stamped and signed by the relevant institution authority thus verifying the authenticity of the document. Should your institution not be able to supply a transcript, you are required to submit a letter on headed paper stamped and signed by the relevant authorities detailing the circumstances which have lead to the failure to produce a transcript.

I applied for the scholarship in January 2007, but was unsuccessful. Although the main theme of my project is the same as that in 2007, everything else about the application has changed completely i.e. the description, methodology - just about everything. Would this therefore be considered a "first application" - seen that it's a completely different project or do I have to say on the application that I've already applied, in which case, I dare not apply again, if (hopefully not) my application is unsuccessful.

This would be considered a second application. Please note applicants may re-apply to the scheme and must include in their application, according to the terms and conditions paragraph 14 (ix):

*Description of modifications made to the proposal if the proposal has been previously submitted under an IRCHSS scheme (no more than 200 words).*

Please note, from of 21 October 2009, applicants may only apply on two occasions to the Postgraduate Scholarship scheme (for example. 2010 and 2011 only).

When I sent in my application in 2007, I had also to send in a separate copy of it for all of the members of the board, Is this still the case?

No, as outlined in the terms and conditions AND the application form:

To apply you need to submit:

- 1 electronic copy which must be emailed to [applications@irchss.ie](mailto:applications@irchss.ie) on or before 4pm 11 January 2010
- 1 hard copy which must be postmarked on or before 4pm 11 January 2010 (Applications are required to be postmarked on or before the deadline. If the application is postmarked after the deadline, the application will be deemed ineligible)

The address for postal submissions is:

**Postgraduate Scholarship, Irish Research Council for the Humanities & Social Sciences, Brooklawn House, Shelbourne Road, Ballsbridge, Dublin 4.**

Applications delivered by hand will not be accepted.

I will be part of a structured research Ph.D.

Do I put details of this course in the section titled "graduate research education programme"?
No, Part D of the application form is to be completed by your supervisor as outlined in the application form. Please read the form carefully.
If I am translating the scholarship myself from Irish to English is it OK if I leave my reference in English? The supervisor wrote it in English rather than in Irish thinking I would do the scholarship through English.
This is acceptable. Please note as per the terms and conditions that all references should be confidential and be in a sealed and signed envelope.
While I have a certain amount of work done for my applications I was hoping to complete all the relevant documentation during my Christmas break. However in the meantime I have discovered my proposed supervisor is currently on vacation and will not be back before your application deadline. This means that I am not in a position to complete all the college and supervisor related sections. I am aware that as with any organisation you have deadlines but I would hope you may be able to consider an incomplete application sent in on time or a late application?
<b>Incomplete applications or late submissions will be deemed ineligible.</b> Please note that it is the responsibility of applicants to secure their references in a timely in advance of the closing date. As stated in the application form <i>'The provision of this reference is an integral part of a fully completed application and is the sole responsibility of any applicant to this scheme. Applicants are advised to allow sufficient time for their nominated referee to complete and return a duly completed official reference form to the applicant in advance of the closing date'</i> .
In October 2005 I registered for an M.Phil in UCC and submitted in October of this year. I was awarded a first class honours for my thesis and it was recommended that I return for one more year and re-work it as a PhD. Therefore I have begun the registration process for a PhD and should start in January 2010. However, the college is amending my record to show that 2010 will be the fifth year of my PhD, thereby overwriting my M.Phil and technically giving me a commencement date of 2005. I would like to know if I will be eligible to apply for a doctoral scholarship on the basis that 2010 will be the first year of my PhD or does the fact that my record will show it is my fifth year affect my application?
On the basis of the information you have supplied it seems that you are ineligible as registrations prior to 2005 are ineligible.
In relation to 14.2.v of the application form. If I am doing a dissertation on a writer in the Irish language would his dialect be considered 'specialist knowledge'? Also, would branches of literary theory be considered specialist knowledge also?
IRCHSS cannot advise applicants what is and what is not 'specialist knowledge' is as this is not IRCHSS area of expertise. You should consult with your supervisor about this matter.
For the purpose of this application is it sufficient to submit my application in PDF format to ensure that it arrives with you in the format which I had intended.
Yes it is possible to submit your application in PDF format.
In the terms and conditions you state "Applicants may only re-apply to the scheme with same project on one subsequent occasion (with effect from 21 October 2009)". Does this mean that if i applied for the 09/10 scheme and the 10/11 scheme and I am unsuccessful, that i cannot apply again for the 11/12 scheme? Or does this rule only apply from the 10/11 scheme onwards, irrespective of any previous submissions? for example, although unsuccessful for the 09/10 and 10/11 schemes, i could still apply for the 11/12 scheme as this rule only came into effect after my first submission?

<p>If you apply unsuccessfully to the 2010/11 and 2011/12 schemes, you cannot submit a third application in 2012/13. Please note that this scheme is for <b>2010/11</b>, not 2009/10. You can apply to the 2010/11 scheme this year, but if you are unsuccessful, you can only apply one more time.</p>
<p>I note that, on the application, I must provide one reference, signed and sealed. I attended the University of Amsterdam, Netherlands for my Masters Degree. I thus contacted my research supervisor in relation to my reference. Due to the bureaucracy system in the Netherlands, she will not be able to send me the reference until mid-January, after the deadline for the application. Is there any way to apply without the reference?</p>
<p><b>Incomplete applications or late submissions will be deemed ineligible.</b> Please note that it is the responsibility of applicants to secure their references in a timely in advance of the closing date. As stated in the application form <i>'The provision of this reference is an integral part of a fully completed application and is the sole responsibility of any applicant to this scheme. Applicants are advised to allow sufficient time for their nominated referee to complete and return a duly completed official reference form to the applicant in advance of the closing date'</i>.</p>
<p>I applied last year and I do need to know whether I should apply as a first or second time applicant, ie whether to fill in 14:1 or 14:2. My supervisor had assumed section 14:2, but I would like to have this clarified before I send in my application.</p>
<p>You should apply as a second time applicant and fill in Section 14:2 of the Application Form.</p>
<p>I wish to enquire about question 14.2.ix which asks whether modifications have been made to the proposal if it was previously submitted under an IRCHSS scheme. I submitted a proposal last year which was not assessed (as opposed to being unsuccessful). Will I state this in my application for this year, or should I omit it and take this one to be my first application?</p>
<p>As you were not actually assessed on the previous occasion, you would be considered a first time applicant.</p>
<p>Is it acceptable to send the application by registered post or does this breach the instruction on the application form to use letter post?</p>
<p>Registered post is acceptable as long as the deadline is met.</p>
<p>If there is an area on the application form that doesn't apply to me should I leave it blank or place n/a in every single box that doesn't apply to me?</p>
<p>n/a, please.</p>
<p>It is mentioned in the terms and conditions and FAQ that all signatures on the application form must be original. I was wondering if my own signature (of the applicant) can be electronic. It's just that I am currently in Ramallah (West Bank) doing an internship and I would prefer to e-mail my complete application form to my proposed institution in Ireland. Of course all the stamps and signatures in Ireland would be original and handwritten on this form, but I would prefer first to print the complete application form here in Ramallah, sign it myself, make a scan of it, and then send it by e-mail to Ireland. So the signature would be on the form, but will be scanned. Will this be ok? It's just that this would go a lot faster, and would also be safer.</p>
<p>No, this would not be ok. If you scan your signature then your application will not have an original signature (i.e. yours) which will deem your application ineligible as an</p>

incomplete application.
A question which is not covered in your FAQ relates to Section 6 of the application form where it requires the year being pursued. I began my PhD in April 2008 on a part-time basis and after 1 year i deferred due to financial hardship.
My question is what year should I indicate on the form? The Terms and Conditions do not state the procedure clearly if a student began in April, nor does it indicate the significance or lack thereof in relation to a deferred year.
You should indicate April 2008 on the form as this is the date you began. The procedure is that you will be eligible for 1 years funding if successful (your registration is backdated the previous October which is 2007 in your case). In Section 6 (6.2. or 6.3 depending on your study) of the application form you may add details of why your study was interrupted.
On behalf of the students applying from my Faculty, might I query whether a student applying for the second time, but with a completely different research proposal to their first application, falls within the definition of a “repeat application” for the purposes of the application form? If so, should the student tick “yes” on page 3, but then specify in the “modifications to the proposal” scheme that this particular research has not previously been submitted?
Yes to both questions. Please tick that this is a repeat application and then in modifications note that this is a new project i.e. different to previous submission.
I am pursuing a stand alone doctorate. I began my third year in October 2009. I will begin my fourth and final year in October 2010. For the purpose of the IRCHSS award do I tick year 3 or year 4 in section 6?
Your current year is Year 3, so tick the ‘Year 3’ box.
I applied for the IRCHSS Postgraduate Scholarships last year but my application was deemed ineligible because it did not include a letter of reference and my application was not considered. When applying this year should I apply as a second attempt or a first attempt?
As you were not actually assessed on the previous occasion, you would be considered a first time applicant.
I am applying this year for the postgrad scholarship and was wondering is it ok if I post my application on the 11th by registered post
Registered post is fine as long as it is postmarked on or before 4.00 pm on 11 <sup>th</sup> January 2010.
I would like to be considered for a scholarship award under the DFA Conflict Resolution strand. I understand ' <i>that suitable endorsements will be required for each separate application</i> '.  Does this mean that I need to submit two separate applications? ie 2 original signed application forms and 2 original references? Can I send both in the same envelope or separate envelopes? Will one electronic copy suffice?

<p><i>One application</i> will suffice with a tick for 'Yes' on question 13 and a <i>single</i> reference that you feel is most relevant to your proposed area of research.</p>
<p>I applied to the IRCHSS last year and my application was unsuccessful. I have not yet registered for the PhD. I will be registering this coming September 2010. However, following the application form it seems that I have to fill out section 14.2ix - 'modifications made to proposal'. However, this heading comes under the section 14.2 which is specifically for students *who are registered*. I am unsure whether I should fill out section 14.1 or section 14.2 even though I am not registered (but I have to fill out the modifications section)?</p>
<p>In this instance we advise that you complete Section 14.1. and move the box to this section – modifications made to proposal to this section.</p>
<p>I am in the process of completing my application form. In section 4 &amp; 5, it asks for 'subject' - should i include a comprehensive list of all subjects undertaken in the final year of my degree and my masters, or should I just include an general outline of the area in focus?</p>
<p>A list outlining main subject headings will suffice.</p>
<p>On leafing through the terms and conditions I noticed that full-time employees of an institute may <u>not</u> apply for IRCHSS funding. My contract finishes this June but I would appreciate clarification before going any further.</p>
<p>You may apply as you, if successful, will not be in a full-time employee in October 2010 which is when the funding would commence.</p>
<p>I was wondering if my field is Irish Language Studies would it be preferred if I give in both English and Irish versions? I would prefer <b>just</b> to hand in my English version as I have been working on that the most.</p>
<p>You are welcome to apply in English or Irish (there is no preference). Please note, hand delivered applications will not be accepted as applications <i>must be posted</i> with a postmark <i>no later than 4pm on Monday 11<sup>th</sup> January 2010</i>.</p>
<p>Is it acceptable to include a diagram in my application form or must the application be written in words only? The diagram in question is a Gantt chart detailing the expected completion dates for all aspects of my research.</p>
<p>It is acceptable however; the word count (both text and diagrams) must be adhered to.</p>
<p>Does the Head of Department need to sign the ethics section (Section 19) even if the project does not require ethical approval?</p>
<p>Yes, as he/she will be signing the fact that the project does not require ethical approval.</p>
<p>Can u advise on the PhD scholar forms it states that a stamp of a college and signature is required of the postal copy what is the procedure if the college awarding the PhD decision is pending until the end of January do I still need signature and stamp this is first time application</p>
<p>Yes applications without the requisite signatures and stamps will be deemed ineligible.</p>
<p>Can I just be absolutely clear in relation to one aspect of the form, which is section 14: whether students fill out 14.1 or 14.2?</p>

<p>In my reading of it, 14.1 is for people who are starting their doctoral programme in Oct '10; so that would be people currently doing an MA or in possession of one, who are NOT registered as doctoral students this year, and who intend to coincide their first year of doctoral studies with a possible IRCHSS fellowship. In other words, they are applying a year ahead of starting their doctoral studies.</p> <p>Students in the 14.2 category, then, would include ANY of our current doctoral students, no matter what year they are in or how many times they have applied for IRCHSS. I don't think it matters if these students are applying for IRCHSS for the first time. My reading of the 14.2 rubric suggests to me that the crucial thing is that they are already in a doctoral programme.</p>
<p>14.1 for applicants who will be registered for the first time in October 2010.</p> <p>14.2 is for all current doctoral students i.e. those who are already registered (and it does not matter that they are applying to IRCHSS for the first time) they can type N/A in 14.2ix.</p> <p>If an applicant who has not registered but has applied unsuccessfully for an IRCHSS scholarship in the past we advise that the box 14.2ix be copied and added (completed) to Section 14.1.</p>
<p>If I am currently registered as a research Masters student and am planning on registering as a PhD student in September without completing the Masters part of my degree, would I be considered an Integrated Masters/ PhD student, and if so should I complete 14.1 or 14.2? Up to now I have completed 14.2 as I have been working on a doctorate degree but have not been properly registered as a doctorate student. My supervisor told me that he does not want me to finish the M.Litt but would prefer if I converted to PhD in September.</p>
<p>IRCHSS cannot advise on whether you are completing an integrated Masters/PhD or standalone PhD. However, it would appear that you should complete Section 14.1 as you will only be registered for your PhD in October 2010.</p>
<p>I had been hoping to apply for the IRCHSS grant to complete my PhD I have been registered as a part-time student since 2005 and am now in my fifth year. I had been hoping to go back to college full-time for the final year. Am I correct in thinking that my application would be ineligible due to the registration date, despite being part-time?</p>
<p>Unfortunately, yes you would be ineligible due to the original registration date.</p>
<p>When does a successful applicant actually receive the funding?</p>
<p>The scholarship commences 1 October 2010.</p>
<p>I am applying for the postgraduate scholarship this year but my supervisor is currently out of the country and will not be back before the deadline on Jan 11. Consequently he will not be able to sign the reference he is writing for me. Is it possible for him to email the reference to the Manager or Head of School/Alternative and have one of them sign and seal the reference on his behalf? In this way the confidentiality of the reference will be observed.</p>

<p>No, if a reference is not signed by the referee (original signatures only no scanned/electronic or pp'd signatures) the application will be deemed ineligible (see Paragraph 14 in the Terms and Conditions).</p>
<p>Regarding the application form and the question "have your studies been interrupted?". Would this year away from academia post my completion of my Masters course count as an interruption or does the question only refer to time during courses?</p>
<p>During courses only.</p>
<p>What do you mean when you say you want a 2-page bibliography in addition to word count? Should this be attached, pasted into application and why would you need to mention its word count?</p>
<p>The bibliography has no word count limit but it cannot be greater than 2 pages in length. This should be pasted into the application form. Any additional appendages will deem an entire application ineligible.</p>
<p>I have a question regarding the academic reference.</p> <p>I know it has to be submitted in the original form but (should it be) enclosed in an envelope or should I open the academic reference and collate it with the application form?</p>
<p>It should be enclosed in a separate sealed envelope and then submitted in the same envelope as the application form. If you open the envelope it will not be confidential and will deem your application ineligible.</p>
<p>I have a question regarding the page 2 of the application form, which states "Applications will not be assessed if they are not collated and stapled together; nor if they are bound". Does this mean that applications will not be assessed if they are stapled together?</p>
<p>Applications will be assessed if they are stapled together but not if they are bound.</p>
<p>As I have two supervisors for my thesis, under Part F of the application I have split the boxes for Research Director/Supervisor into two. One of my supervisors is based abroad. He has faxed me Part F with his signature on it. Is this acceptable as an original signature? The terms and conditions only specify that the reference has to have an original signature on it, not Part F.</p>
<p>Scanned/electronic or pp'd signature will deem the application ineligible (see Paragraph 14 in the Terms and Conditions).</p>
<p>I am presently completing my application form for the postgraduate scholarship scheme 2010/2011. I have contacted my supervisor with regard to obtaining a reference from him, however; it would appear that he is still on vacation and my attempts to get in contact with him are unfortunately in vain. I will continue to attempt to get in touch with him, but I am becoming anxious as the deadline is approaching.</p>

I am wondering what I can do in this situation. If it is the case that I cannot meet my supervisor until next week is it possible to already hand in my application, and submit my reference later? I understand that rules are rules, but I really don't want to miss the opportunity, especially during such harsh times.
The reference should be submitted in the same envelope as the application form. Please note that the deadline had been extended to January 15 <sup>th</sup> due to the adverse weather conditions (see note at top of this document). Also note that hand delivered applications will not be accepted as <i>applications must be posted</i> .
I have a question re the irchss application, in the terms and conditions it states that you must send 'one non-returnable authenticated copy of their year-by-year academic record'. I have completed an MA a post grad diploma and a degree, do I need to send the transcripts for all those courses. My BA was completed in 2002, MA 2004, Post grad dip 2008, so are seven years worth of transcripts required.
Please note, only successful scholars will be required to submit one non-returnable certified copy of their year-by-year academic record – most recent qualification will suffice. These transcripts must be appropriately stamped or endorsed. Should these transcripts not confirm the details provided on the application form awards will be revoked.
With regard to the Ethics question, is it sufficient to indicate "yes" at the application stage, with a view to having written approval by the time you are offered the scholarship as the written approval may not be through before the closing date?
It is sufficient to answer 'yes' at the application stage. If successful, awardees who require ethical approval must be submit written approval before 1 October 2010.
Regarding the section on Ethics, is it the Head of your relevant department or the Head of the Ethics Department that needs to sign the application form?
The head of your department should sign the ethics section.
I have been accepted (in advance for the purposes of my funding application) by the admissions committee in the Philosophy department beginning next October for which the central applications process opened recently. I have sent off my application to the central admissions, however, the applications process takes a number of months to be officially completed. My proposed supervisor has informed me that the university stamp will only be available once the application procedure has been completed and as the applications process for next fall has only recently begun it would have been impossible to have the completed this process prior to the IRCHSS deadline this month. My proposed supervisor has completed the relevant section of my paper application, also explaining this complication, and has confirmed my support from the admissions committee. I was hoping to check that this will be acceptable.
As per the terms and conditions, applicants who are not already registered for one of the degrees listed in paragraph 1 must: <ul style="list-style-type: none"> <li>• have been provisionally accepted by a head of department/school (or his/her authorised deputy) by, at the latest, 1 August 2010, and</li> </ul>

- have been formally accepted by the relevant department/school by, at the latest, 1 October 2010.

It will be the personal responsibility of successful applicants to inform IRCHSS of these matters before the relevant dates.

The application form must be stamped by the research office, not the admissions office.

I am writing to you with a query regarding the IRCHSS postgraduate scholarship application form. In the header for section 14.2.ii, the *methodology section*, it states: **Methodology**, including, for example, investigative and analytic methods and theoretical frameworks (no more than 600 words). However, a discussion of the analytical frameworks of my PhD is essential to my *description of topic* (section 14.2.i.). Will my application be deemed incomplete if I include this discussion in the description of topic rather than in section 14.2.ii as advised?

IRCHSS cannot guide applicants in completing their application form; you should discuss this with your supervisor.

My supervisor is currently abroad. We are communicating via email etc but he will not be available to sign his portion of the 2010-11 application form. I understand the deadline was extended to facilitate applicants getting their forms signed but would it be ok for me to get mine pp by a member of the law department here in my college?

My supervisor's mother passed away over the Christmas break and he is away with his family for the funeral and will not be back until after the application deadline has passed (January 20th). I talked to my department manager earlier this week and she suggested that the Head of department p.p. the reference form if my supervisor emails it to him. I am just after reading the FAQ section however and it states that reference forms may not be pp'ed. Can you please advise me on what to do in this exceptional situation?

Also with regards the signed sealed reference; is that just to be posted? I assume that the referee does not have to send on an electronic copy of same?

The form can be signed by the Research Director/supervisor or authorised nominee as per the Terms and Conditions. A 'pp' signature on behalf of your supervisor is not acceptable, the Research Director or their authorised nominee can sign the form. This is stated clearly in section F of the application form, please read the form carefully.

An electronic copy of the reference is **NOT** required.

I am about to submit my completed application for postgraduate funding. The head of research in my proposed institution has just returned the forms to me with all appropriate signatures/stamps etc. However, the research director left two entries - Part D: 20 and 21 - blank. I am worried that this may deem my application ineligible. (Note: I am not yet enrolled in the university and so have not yet been assigned a supervisor).

At application stage, IRCHSS cannot advise on the eligibility of an application per se. Please note that it is stated in the terms and conditions that applications will not be assessed if they are not completed in full.

I have a slight query regarding Section 14.2.iii (Research Plan) of the IRCHSS postgraduate scholarship application form. I'm aware that it is permissible to include a

<p>gant chart in this section, but I'm uncertain if the words illustrated on the chart image count as words on the form. If they do not count, this means that applicants would be free to provide a descriptive piece of up to 400 words along with the chart. If they do count, however, the words on the chart would push applicants over the stated word limit. I would be most grateful for your help with this question.</p>
<p>Gantt charts/diagrams may be inserted by must be included as part of the word count for each section (i.e. your 400 words will have to include the diagram and any description).</p>
<p>I was just wondering about how to present my application so that it is eligible for this year's funding deadline for Scheme 1.</p> <p>In the IRCHSS extension message it is recommended that the entire application is to be contained within a single envelope. Prior to this I was of the understanding that the included reference had to be in a separate envelope that was signed across the seal.</p> <p>Could you clarify for me how I should submit my application to your requirements.</p>
<p>As per the Terms and Conditions you need to submit your application including references in its own envelope signed across the seal in one envelope.</p>
<p>In Section 19. Ethics, The Head of the Dept who signed for me did not tick a box under the question : "Does the research proposal outlined in this submission require approval by the relevant University/Institutional Ethics Committee?" Instead he altered the option in the heading from Yes (✓) No (✓) to Yes (o) No (o) and left it blank. <i>Is this okay or should I return it to him?</i></p>
<p>The Head of Department should sign the and tick the correct box as per the Terms and Conditions. Eligibility issues such as incomplete applications will be decided by the Assessment Board.</p>
<p>I have a query regarding the following: my supervisor has answered section number 20 and 21 on my Postgraduate Scholarship application form. He has submitted his answers in hand-written form. Some of the required signatures have also been inserted on this page. All other sections of the form have received a typed answer, as required. I submitted the application last year, in the same way, everything typed, except for sections 20 and 21 (which were answered by my supervisor), and though I was unsuccessful, my application was still accepted for consideration. My university has now notified me that sections 20 and 21 have to be typed also. The problem I have at the moment is that all signatures are already in place and the signatures have travelled abroad. I can definitely submit his answers electronically in the electronic copy, but could you please confirm whether you will accept the paper application as is?</p>
<p>Eligibility issues such as incomplete applications will be decided by the Assessment Board.</p>
<p>Could you please clarify that <i>every single</i> box that is left blank should have 'n/a' inserted. I would be most grateful for any advice.</p>
<p>As stated on page 1 of the application form, where there is no information to be provided applicants should write 'n/a'.</p>
<p>I sent my application attached without a staple - I had fastened my application with a staple which was removed by the office of the Vice president for Research at my</p>

<p>University - I presumed this was because it was not required as part of the application. It is now only fastened by a paper clip (which was attached by the same office) - the staple marks are clearly visible where I had previously stapled. I have read now that it will not be assessed unless stapled. The rest of the application is collated and in place. However if a staple is necessary would it be possible to re-submit the application form</p>
<p>It is not necessary to re-submit your application.</p>
<p>I am being co-supervised for my thesis and I understand that I must have my co-supervisor's signature in section 23 of the application form. One of my supervisors has signed the form, but unfortunately the other supervisor is on leave after major surgery. According to section 23, I must get the 'Signature of Research Director/Supervisor/or his or her authorised nominee'. The deputy Head of School has signed the form as my co-supervisor's authorised nominee. Will this be acceptable to the IRCHSS, or must I get my co-supervisor to sign the form personally?</p>
<p>One applicant's supervisor is unavailable to sign off on the application form due to bereavement. Will the Head of Department's signature be acceptable on part F of the form?</p>
<p>As stated in section 23 the application form can be signed by the research director/supervisor/ or authorised nominee. It must not be signed pp e.g.  <b>p.p.</b> <i>Deputy Head of School's signature</i>  Co-Supervisor's name</p>
<p>Eligibility issues will be decided by the Assessment Board.</p>
<p>I've been informed that from this application onwards, applicants may only make two applications (this year's and a subsequent application). Does this remain the case if an application was made last year?</p>
<p>Yes. Please note, from of 21 October 2009, applicants may only apply on two occasions to the Postgraduate Scholarship scheme (for example. 2010 and 2011 only).</p>
<p>I've posted my government of Ireland scholarship application and reference. I followed everything to the letter except following postage I recognised that I had made an error. Even though the application was properly collated it was held together by a paperclip as opposed to a staple. It says project will not be assessed unless properly collated and stapled. Surely this is such a minor error as to be ignored?</p>
<p>This will not be an issue.</p>
<p>I am filling in the IRCHSS application form. I got a 2:1 for my undergraduate degree and in section 4 I filled in 2nd class honours degree grade 1, however in section five is it sufficient to say I got a 2nd class honours degree for my masters results or do we have to mention the grade we get ie. 2:1 or 2:2?</p>
<p>Applicants can decide what they want to enter – level/class. IRCHSS is not prescriptive about this.</p>
<p>I applied unsuccessfully for funding for a stand-alone doctorate from IRCHSS last year. Due to the lack of funding I took up a full-time contract at the University of Limerick and have not registered for a PhD. However, I have continued researching my chosen topic and have presented at two conferences since my last application. I wish to reapply this year but am unsure which section to fill out since I am not registered as a post-graduate student yet – 14.1 or 14.2?</p>
<p>14.1 for applicants who will be registered for the first time in October 2010. If an</p>

applicant who has not registered but has applied unsuccessfully for an IRCHSS scholarship in the past we advise that the box 14.2ix be copied and added (completed) to Section 14.1.

The section/signature under discussion is Section 23 (Endorsement by College Authorities). This requires a signature from

**Signature of Research Director/Supervisor/or his or her authorised nominee**

I have signed this section as one of the applicant's supervisors. However, OFRSS in UCD is concerned that it should be/must be signed by both supervisors as it is a joint supervision. While it is awkward to get the second signature, it is possible, and we will arrange to do so if you advise us to do so.

Where an applicant is being co-supervised, he/she is advised to use his/her discretion in choosing one academic referee but please bear in mind both supervisors should contribute to Part D of the application form and provide appropriate endorsements in Part F. A second signature would be preferable.