

COMMONWEALTH SCHOLARSHIPS FOR ACADEMIC STAFF – 2015

CALL FOR APPLICATIONS TO STUDY IN ANY UK INSTITUTION OF HIGHER EDUCATION

For further information and assistance please liaise with Charles Masango:

Charles.masango@uct.ac.za

CLOSING DATE: 03 NOVEMBER 2014

INTRODUCTION

UCT has been invited to nominate ONE CANDIDATE for the Commonwealth Scholarships. Nominated candidates should be FULL-TIME ACADEMIC STAFF at the time of the application and they should return to this position after the scholarship. Applications from women are highly encouraged. The Commission wishes to promote equal opportunity, gender equity and cultural exchange.

In order for UCT to forward a nomination, all qualifying parties are invited to submit applications which would then be considered for nomination to the Commonwealth Scholarship Commission in the United Kingdom.

CATEGORY FOR NOMINATION

- Doctoral Study, of up to three years' duration. Further information is available in the prospectus <http://bit.ly/cscuk-apply>

ELIGIBILITY

The following apply:

Applicants need to be full-time UCT employees holding a full-time teaching post at the time of application to which they intend to return following any scholarship;

- Applicants should hold, or expect to hold by October 2015, a first degree of upper second class Honours standard (or above); or a second class degree and a relevant postgraduate qualification, which will normally be a Master's degree
- Applicants need to be Commonwealth citizens, refugees, or British protected persons;
- Applicants need to be permanently resident in South Africa;
- It is a new eligibility criterion that all candidates applying for doctoral study must provide the Commission with evidence of support from at least ONE prospective supervisor at the time of application.

Applicants need to be available to take up their awards in October 2015; deferments are only granted in the most exceptional circumstances, and in any event will not be considered for start dates beyond January 2016;

REQUIREMENTS

Awards are tenable at any UK institution of higher education with which the Commission has a part-funding agreement; a list of these institutions can be found at: <http://bit.ly/cscuk-uk-universities>; and in any subject area that you consider meets the selection criteria.

The Commission will offer awards to scholars for PhD study, registered at a UK institution. Candidates wishing to apply for Split-Site Scholarships should apply directly to the Commission AND candidates wishing to apply for Master's study should apply through their national agency. ALL THE RELEVANT INFORMATION IS ON THE WEBSITE.

Nominations are no longer requested for candidates wishing to apply for 'enhancing clinical skills' which is now rebranded as 'Commonwealth Medical Fellowships' awards. These awards are in future being sought from universities from amongst their own members of staff. Separate invitations are being sent for these awards.

SELECTION CRITERIA

Final selection of candidates and host institutions will be made by the UK Commission. The Commission is seeking candidates of the highest academic quality, who demonstrate a real capacity to make a difference to their home country on completion of the award. The Selection Committee will grade applications on the following:

- The academic merit of the candidate;
- The quality of the proposal;
- The potential of the candidate to lead in the pursuit of global excellence in research and knowledge; and
- The likely impact of the work on the development of the candidate's home country.

Particular attention is drawn to the following:

Whilst awards remain open to all subjects of study, the Selection Committee will particularly favour applications that demonstrably link to the development priorities of UCT and South Africa. Candidates are encouraged to make any such links explicit in their applications.

In addition, the Committee will have regard for any priority areas that have already been agreed between the UK Department for International Development (DfID) and authorities in South Africa. Candidates should address the general priorities of DfID which include:

- Education
- Health
- Economic Growth and the Private Sector
- Governance and Conflict
- Climate and Environment
- Water and Sanitation
- Food and Nutrition
- Humanitarian Disasters and Emergencies

The Commission does, however, recognise that development objectives can be pursued through a wide variety of subject areas, and encourages candidates to specify the potential benefits that will arise from their application, whatever field of study is proposed.

VALUE OF AWARDS

Each scholarship provides:

- Student concessionary or other approved airfare to the UK and return on expiry of the Scholarship
- Approved tuition and examination fees
- A personal maintenance allowance at the rate of £917 per month (£1,134 per month for those studying at institutions in the London Metropolitan area)
- A grant towards the expenses of preparing a thesis or dissertation, where applicable
- An initial arrival allowance
- A grant for expenses for approved travel within the United Kingdom or overseas
- A grant towards fieldwork costs for those scholars undertaking doctoral studies for whom a case has been made for fieldwork outside the UK
- A paid mid-term fare to their home country for scholars on three year doctoral awards
- For married scholars selected by the Commission for awards exceeding 18 months, a marriage allowance of £220 per month is payable provided that the husband and wife (or civil partners) are residing at the same address in the UK. See prospective for further details regarding child allowances.

PLEASE CONSULT the *Commonwealth Scholarships prospectus 2013* FOR FURTHER INFORMATION – see <http://bit.ly/cscuk-apply>

SUBMISSION OF APPLICATIONS

- The application forms should be completed online using the “Electronic Application System” (EAS). No hard copies will be accepted. For additional guidelines on how to use the EAS, see <http://cscuk.dfid.gov.uk/apply/eas/>
- Applicants need to let their referees know in advance that each will receive an email with a link to their application so that they can complete their references electronically. The email is generated as soon as an application is submitted electronically via EAS. **No application will be considered without these reports.**
- Applicants need to let their potential supervisor(s) know in advance that each will receive an email with a link to the application asking for a supporting statement. This email too is generated as soon as the application is submitted electronically via EAS. **No applications will be considered without these statements.**
- By the internal closing date (**03 NOVEMBER 2013**), applicants need to forward a letter of support from their current Head of Department to Charles Masango (Charles.masango@uct.ac.za). The letter should furthermore indicate that the applicant has provisionally been granted study leave for the period required in case the application is successful. **No applications will be considered without such a letter.** Letters of support should be submitted electronically.

Steps for completing and submitting the application form

The following will guide you through the main steps of using the EAS:

- The EAS portal should be accessed at <http://csc.do-it-online.org.uk/csc/ElectronicApplicationSystem.htm>
- Once you have accessed the EAS portal, click *Applicant's portal*
- Select “Register New User” and Enter all the details required for registration purposes and proceed to the next page
- Then go to <https://csc.do-it-online.org.uk/csc/ElectronicApplicationSystem.htm>
- On the page titled “Applicant’s portal”, click *Start new application*
- Under “Select Programme Type” select “Scholarship” (**please note that this is NOT an application for an academic staff fellowship**) and then click *Start application*
- On the next page titled “Application details” select “South Africa” in the box next to “Name of the country you are applying from”
- In the box next to “Nominating Agency you are applying through” select “University of Cape Town (**direct**)” [**PLEASE ENSURE THAT YOU SELECT OPTION WITH “DIRECT”**]
- The next step is to select the appropriate degree next to the box title “What are you applying for?”

- Click *next >>* at the bottom of the page once you have made your choice of degree
- You should then be taken to another page titled “Section One: Personal Information” and, upon completing it, you will be taken to the next section until you reach the final section of the application form
- In the section titled “Endorsement” please enter the VC’s details as follows:
 - "Name and position of the Vice-Chancellor or Executive Head of the Home University":
Professor Danie Visser, Deputy Vice-Chancellor with oversight for research
 - "Email address of the Vice-Chancellor/Rector or Executive Head of your Home University":
charles.masango@uct.ac.za
- Please ensure that you attach all the required documents (i.e. university transcripts, passport photograph, birth certificate, offer of place at a UK university and Certificate of English Language proficiency, if required)
- Please ensure that you click the *submit* button when the application form is ready for final submission
- Application forms could be saved at any stage. This allows applicants to complete the process in stages.
- It is recommended that you save a pdf copy of the final application form for your own record.