



Saint Patrick's College, Maynooth
Scholastic Trust Doctoral Scholarships

Terms and Conditions / Assessment Procedures

1. The *Scholastic Trust Doctoral Scholarships* will offer opportunities for suitably qualified candidates to pursue doctoral studies in theology at the Pontifical University, St. Patrick's College, Maynooth. The entry requirement for the PhD programme is a Masters Degree in Theology of at least *Magna cum Laude*, (Second Class Honours, Grade I) or its equivalent.
2. Applicants must complete the appropriate application form and include the relevant supporting materials and non-returnable original transcripts of their academic record. All transcripts must be appropriately stamped or endorsed.
3. Applications will be evaluated on the basis of:
 - The description of the project or area of interest for which the Scholarship is being sought (no more than 1,500 words). This might include:
 - a brief outline of how the applicant sees his / her project developing from year to year
 - the location of the proposed project within the current state of research and bibliography in the area
 - the relative significance of the contribution that the proposed project will make to the area
 - an outline of the methodology
 - The applicant's academic record and achievements.
4. The Assessment Board will comprise of three members of the Postgraduate Board and an External Assessor.
5. The Scholarships will be awarded by the Scholarship Board on the recommendation of the Assessment Board. Their decision shall be final. In response to a written request from an applicant, the Scholarship Board may make available a report of the evaluation of the application. Any report so issued shall be on a strictly anonymous basis.
6. The Scholarship is valued at €15,000 per annum, €1,250 payable monthly up to a maximum of three years. It may be held in conjunction with other awards, provided that:

- such other awards will not exceed a total value of €15,000 in any given year during the period of the Scholarship
- the Scholar will inform the source of any other such award in writing of his/her *Scholastic Trust* Scholarship
- the Scholar applying for further funding to another source, will state as part of that application, whether or not they are requested to do so, that they hold a *Scholastic Trust* Scholarship
- the source of any other fund agrees in writing that a *Scholastic Trust* Scholarship may be held in conjunction with funds provided by it.

7. 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.

8. In the case of Scholars who have been awarded 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. During the second and third years, Scholarships may be held in conjunction with tutorial or demonstration work which is relevant to the Scholar's research, provided that:

- it does not exceed three hours teaching in any given week
- it is undertaken in St Patrick's College, Maynooth
- it has the written support of the Scholar's supervisor and that the Director of the Postgraduate Board has been informed before such teaching assignments have been agreed.

Payment for such teaching work will not affect the level of the Scholarship award.

9. Scholars are expected to maintain an actual presence in St Patrick's College during the period of their Scholarship and to reside within a reasonable traveling distance of the College. However, the Scholarship Board recognises that, depending on the area of research, some Scholars may benefit from spending part of the term of the Scholarship away from the College. Such periods might involve either:

- taking courses which are relevant to the Scholar's training. The case for taking such courses must be made to the Scholarship Board by the Scholar's supervisor. The Scholarship Board will not normally sanction such courses over a period of more than one academic term and will not be liable for paying any fees or expenses associated with such courses
- spending part of the academic year engaged in archival or fieldwork at other research or archival institutions in Ireland or abroad. Where such research trips are conducted during the regular teaching term of the Scholar's institution, Scholars must have the prior approval of the Scholarship Board and the written approval of his / her supervisor.

10. The Scholarship Board attaches considerable importance to procedures for monitoring and renewing its Scholarships. Scholars will be required to submit two written progress reports to the Scholarship Board before 20 January and 30 May, respectively, following the initial date of the Scholar's award. These reports shall be accompanied by a confidential and comprehensive evaluation from the Scholar's

supervisor on the progress of the research. It will be the Scholar's responsibility to ensure that these reports are submitted on time. The timely submission of these reports by the Scholar and the supervisor are an absolute condition of holding and renewing the Scholarship.

The Scholarship Board stresses that if it receives an unsatisfactory report on a Scholar's progress, or if the reports are not submitted on time, the Scholarship will be terminated and the Scholar will be required to refund monies that have been paid to him / her.

11. It will be the responsibility of the Scholar's supervisor to ensure that if the Scholar leaves St Patrick's College, or is not dedicating sufficient time or effort to the project, the Scholarship Board will be informed immediately.

12. Scholarships may not be deferred.

13. Should a Scholar be unable for any reason (including medical reasons) to pursue his / her studies in accordance with the Terms and Conditions of the Scholarship, he / she must inform the Director of Postgraduate Studies within two weeks of such a situation coming to his / her attention. In such situations, the Scholarship Board will have regard to the usual conventions of St Patrick's College. However, given the basis on which Scholarships are awarded, the Scholarship Board reserves the right to withdraw or suspend the Scholarship.

14. The Scholarship Board recognises that for personal, professional or other reasons, a Scholar may wish to terminate his / her Scholarship. This should not be done without prior consultation with the Scholarship Board as it may involve reimbursement by the Scholar to the Scholarship Board if the Scholar is unable to justify the funding received by him / her up to the date of termination.

15. All publicity, including public lectures, publications, print materials and press releases, television and radio advertisements, websites, film, video and audio recordings associated with or arising from the research undertaken by a Scholar while in receipt of a Scholarship must contain acknowledgment of funding received from the *Scholastic Trust Doctoral Scholarship*.

16. The Scholarship Board reserves the right to revise the Terms and Conditions of this Scheme at any time.

17. It is the responsibility of the Scholar to inform the Scholarship Board in writing of any change of address, telephone, or e-mail within four weeks of such a change.

18. Applications will not be assessed if:

- they are incomplete
- they have been received in the President's Office, St Patrick's College after the advertised closing date.

19. *Scholastic Trust Doctoral Scholarships* are held subject to these Terms and Conditions. If any of the above is breached by a Scholar, the Scholarship Board will suspend or terminate the Scholarship and / or will require the Scholar to reimburse the Scholarship Board for such payments as have already been made to the Scholar.

20. Successful applicants will be required to sign a form of consent under the Data Protection Act 1988 in relation to records or data concerning their registration status and academic record.



Saint Patrick's College, Maynooth
Scholastic Trust Doctoral Scholarships
Application Form

1. Surname:

2. First Name(s):

3. Date of Birth:

4. Place of Birth:

5. Country of Citizenship:

- Ireland

- Other E.U. Country _____ (Please Identify)

- Other Country outside of EU _____ (Please Identify)

6. Contact Information:

- Address: _____

- Home telephone: _____

- Mobile telephone: _____

- E-Mail address: _____

7. Are you, or do you expect to be, in receipt of a Local Authority Grant for the session 2009/2010? If so, please state

- the granting Authority: _____
- the amount involved: _____

8. Undergraduate Career:

| Name of institution(s) attended | Years Registered From / To | Title of Qualification(s) | Subjects | Awarding Institution(s) | Level/Class | Date Conferred |
|---------------------------------|----------------------------|---------------------------|----------|-------------------------|-------------|----------------|
| | | | | | | |

9. Postgraduate Career:

| Name of institution(s) attended | Years Registered From / To | Title of Qualification(s) | Subjects | Awarding Institution(s) | Level/Class | Date Conferred |
|---------------------------------|----------------------------|---------------------------|----------|-------------------------|-------------|----------------|
| | | | | | | |

10. Papers published / accepted for publication:

| Title (s) | Where Published / Submitted |
|-----------|-----------------------------|
| | |

11. Conference Presentations:

| Title(s) | Conference | Year |
|----------|------------|------|
| | | |

12. Other relevant Academic or Personal Details:

13. Description of Project or Area of Interest: (Please consult paragraph 3 of the “Terms and Conditions”). Additional pages may be added.

14. Academic Reference:

Please provide the name, position and official address of two academic referees who are acquainted with your academic work and who are prepared to write on your behalf.

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|-------------|
| Referee #1: |
| Position: |
| Address: |
| Tel: |

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| Referee #2: |
| Position: |
| Address: |
| Tel: |

DECLARATION

I declare that the above particulars are correct and understand that the circulated “Terms and Conditions” apply. If I receive any other awards or scholarships or accept paid employment, I will inform the Director of Postgraduate Studies within 21 days of my notification of the same. I accept that failure to abide by the “Terms and Conditions” may disqualify me from this Scheme.

Signature of Applicant: _____ Date: _____

Please return the completed form and supporting materials on or before 1st September 2009 to:

President’s Office
Pontifical University
St Patrick’s College
Maynooth
Co Kildare
IRELAND