

## **SUSSEX SEDarc DTP Studentship Application: Guidance Notes for October 2025 Entry**

Please read these guidance notes before submitting your SEDarc application to Sussex. Applicants should answer all questions unless indicated otherwise.

### **The Application Process**

- 1) Read our Guidance - <https://www.sussex.ac.uk/study/phd/apply> - and submit a PhD application form on the Sussex Postgraduate application system - <https://www.sussex.ac.uk/pgapplication/> by **4 pm on Friday 13th December 2024. Upload the SEDarc application as an attachment.** This SEDarc form replaces the Research Proposal and Personal Statement but you will need to upload to your Sussex PhD application the other attachments required - your transcripts, CV, English Language qualifications if relevant.
- 2) Your application will then be assessed by a panel at your chosen SEDarc institution who will shortlist those to be nominated to progress to the next stage of the competition.
- 3) If you have been shortlisted/nominated to apply for the next stage of the competition, you will be asked to upload a copy of your application form to the SEDarc portal alongside providing some information on Equality, Diversity & Inclusion (EDI) and answering some questions which will help us determine whether you could be considered for an [Opportunity Studentship](#).

### **Guidance Notes**

These notes tell you what questions you are required to answer in your application. Each question (where appropriate) is followed by guidance on how best to answer that question.

Please read these notes, as they will support you in writing the best application possible. You must consult your proposed primary supervisor when drafting your application, and they will be required to sign your application.

There are **three stages to making a SEDarc application**:

- Apply to your chosen university for a postgraduate place,
- Discuss your application with your proposed supervisors and your SEDarc institutional lead,
- If you are nominated by your institution to apply for a SEDarc studentship, then complete the online application by the deadline. Late or incomplete applications will not be considered.

To apply for a SEDarc studentship, you must have had an interview (online or in-person) about your proposed PhD project in your institution. This is an ESRC requirement.

**Our Sussex SEDarc deadline is December 13th 2024.** We strongly advise you to apply several weeks before this to allow sufficient time to complete the stages above. To submit an application, you **must**:

- Discuss this with your proposed supervisor, who will be required to complete a statement of support for your application;
- Read the selection criteria as your application will be judged according to these criteria; and,
- Complete the online application. Other forms of the application will not be accepted.

You are only permitted to submit ONE application for a SEDarc studentship commencing in October 2025.

## SECTION 1

### 1.1 Personal details.

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You will be asked to:

- Provide your personal information,
- Confirm your residential status

### 1.2 Residential Eligibility

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All applicants, regardless of their country of origin or nationality, are eligible to apply for a fully funded studentship. SEDarc can award 30% of its studentships to international applicants. Further information from the UKRI on residential eligibility can be found [here](#).

You must check your residential status, as you will need to indicate in your application whether you are a home or an international applicant.

To be a **home** student, you must meet the following criteria:

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

If you do not meet any of the criteria above, you are classed as an **international student**.

### 1.3 Institution, Department and Supervisors

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Using the drop-down menu, please select which institution you are applying to and then confirm the department you would be based in. Confirm the name of your Primary and Secondary supervisor, both supervisors should be based at your chosen institution, but your primary supervisor must come from the Department in which you would be based.

## SECTION 2

### 2.1 Studentship Structure

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**Mode of Study:** SEDarc offers both full-time (usually 37.5 hours per week) and part-time study (approximately 18 hours per week). It is possible to change your mode of study once during your studentship, subject to certain conditions.

For applicants selecting to study for a +3.5 PhD on a full-time basis, you will study for 3 years 3 months + 3 months for a placement. For part-time study this would be 6.5 years + 6 months placement. Applicants who select the 1 + 3.5 route on a full-time basis will study for 1-year Masters + 3 years 3 months PhD study + 3 months for a placement. For part-time study would be 2 years Masters + 6.5 years PhD study + 6 months for a placement. **Please note that the UKRI expects all students to submit their thesis within the funded period.**

**SEDarc Theme:** Please select your theme of choice by ticking the relevant box. If your proposal aligns with more than one theme, then please choose the one that aligns most closely. Further information on the themes can be found here:

<https://www.sedarc.ac.uk/thematic-pathways/>.

**SEDarc Discipline:** Please select which primary and secondary discipline your proposal falls into.

**You will be asked to apply for a specific structure/route of studentship.**

The standard funding for a PhD is 3.5 years full-time which includes a 3-month placement (or part-time equivalent). Funding for a 1 + 3.5 is available where you are applying to take a Masters degree. This also includes a 3 month placement. The placement forms part of the 3.5-year PhD funding award and 0.25 years of funding will be withheld if it is not undertaken. Part-time students will be funded on a *pro rata* basis.

You do **not** need to have a Masters degree to apply for a +3.5 PhD. If you have equivalent professional experience or an undergraduate degree plus relevant professional experience, you may be eligible for an award. Please also note that you cannot apply for Masters-level study if you already possess a Masters degree in the social sciences, unless you are applying for Economics. ***Please do the following to determine the right structure of studies for you before starting your application:***

- Complete the SEDarc Development Needs Assessment (DNA) on the application form. This provides an indication of your fitness to start PhD study without Masters-level training. We expect PhD students to have reasonable command of many of these topics prior to commencing their studies.
- Share this with your supervisor as soon as possible. Please note that the final decision will rest with SEDarc. You and your supervisors should talk directly to your SEDarc institutional lead if you have questions about the right structure for your studies.

### Studentship Details

Guidance for the two types of SEDarc studentships is set out below:

- +3.5 studentships
- 1+3.5 studentships

### +3.5 Studentships

The minimum duration of a studentship will be 3.5 years: this covers a PhD and a placement of approximately 3 months.

### 1+3.5 Studentships

The maximum duration of a studentship will be 4.5 years: this covers a Masters degree followed by a PhD, as well as the 3-month placement. This is only available to those that do not already hold a social science PhD.

*If applicable, please indicate the SEDarc compliant Masters you plan to study for (required)*

You may only apply for a Masters programme listed in the SEDarc application form and offered by your chosen university.

### **2.2 Declaration Regarding Studentship Structure (required)**

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You will be asked to confirm that, although you are applying for a particular studentship structure (which you will have done under “Section 2 – Studentship theme”), you may be offered a studentship with a different structure.

If SEDarc determines that you have not already met the majority of the ESRC’s core research methods training requirements, you may be offered a different award structure from the one for which you applied.

If you are applying for a 1+3.5 studentship, you are expected to complete your Masters and PhD at the same university.

### **2.3 Concurrent Funding Applications**

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You will be asked if you are making a separate application for any other funded studentships. Please note this is for information only and will not prejudice your application to SEDarc in any way. Please indicate whether you are also applying for any other funded studentship at any other university, or any other studentship funded by UKRI (the umbrella body for all UK Research Councils, including the ESRC).

Please note that you are ineligible to receive a Government Funded Postgraduate Doctoral Loan simultaneously with UKRI funding. Please also see paragraph TGC 5.2.3 in the [UKRI Training Grant Terms and Conditions](#) in relation to UKRI rules on funding from other sources for the same research.

## **SECTION 3**

### **3.1 Research Proposal**

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- You must discuss your research proposal with your primary supervisor before submitting your application form.
- It is your responsibility to write your own research proposal, it must not be written by anyone else, e.g., your supervisor or AI. Experience shows that it can be easy to detect a proposal that has been written, or even partly written, by a supervisor rather than the applicant. If this appears to be the case, your proposal may receive a lower score, or may be excluded from the competition altogether.

- You should approach your proposal as an opportunity to show that you have begun to explore an important area of study, and that your research has the potential to challenge and develop that area.
- It is also important to demonstrate that you can express your ideas in clear and precise English, in such a way that someone who is an academic, but not a specialist in your subject area, can understand.

**You will be asked to provide your research proposal title.**

- Your title must be no more than 150 characters, including spaces between words, and punctuation.

**You will be asked to provide an abstract, or summary, of your research proposal.**

- This is limited to a maximum of 250 words.
- Your abstract should be a complete but concise description of your research proposal, written in such a way that a non-specialist reader will quickly be able to ascertain the purpose of your research project. The SEDarc reviewers assessing your application may not be experts in your disciplinary area, and need to be able to understand what you will be researching.
- If you are awarded a studentship, your full research abstract will be made public by the ESRC via UKRI's Gateway to Research. This is a condition of all studentship awards unless there is an embargo on the publication of your research, or it raises issues of intellectual property. Please let us know if this is the case.

**You will be asked to provide a detailed research proposal.**

- There is a strict limit of 2,000 words for this section. This limit applies to all the text contained in this text box, that is, to your proposal description, research background and questions, research methods, and schedule of work.
- This limit of 2,000 words does not include your title, abstract or bibliography, for which different character limits apply. Please note that the application form does not accept footnotes.
- If you exceed this limit, any additional words will be disregarded by those assessing your application. This may mean that your application does not score as highly as it might have done.

***Your proposal should follow this structure:***

- i) research background and fit to the selected challenge-led theme;
- ii) research questions and aims;
- iii) research plan (including methods);
- iv) proposed impact;
- v) proposed timeline.

***Consider covering the following points:***

- The key areas/issues covered by the project, and the research problems or questions you intend to address and why;
- Explicitly state how your project fits the selected [challenge-led theme](#);
- The research context within which those problems or questions are located;
- The particular contribution that you hope to make to the existing knowledge and understanding in this area, explaining why your research is important, and noting its relevance to, and potential impact for, non-academic beneficiaries, as appropriate;

- The methods and critical approaches that you plan to use, and the sources for these, if appropriate;
- How the research project will develop over the period of the award (e.g. key stages, timetable); and,

**You will be asked to provide a bibliography for your research proposal.** Please list the key texts to which you have referred in your research proposal. This section is not included in the proposal word count.

### **ASSESSMENT CRITERIA**

The following criteria will be used to assess applications across all themes and degree formats.

#### **Fit to Themes (20%)**

This will be based on how well your research project is fit around one of the five interdisciplinary SEDarc themes.

#### **Project Quality and Feasibility (40%)**

This will be based on your outline of your proposed research project, your reasons for pursuing it, and its wider significance. SEDarc assessors will be looking for evidence of the following: your ability to design and conduct a research project; a coherent and well-thought-out research plan; a strong awareness of the place of the literature in your field; and the potential impact of your research on professional practice. Reference will be made to your personal statement, as contained in your application, as well as your supervisors' supporting statement.

#### **Student Quality (40%)**

This will be based on your description of how your previous experience (this includes life experience as well as academic and/or professional experience) has prepared you for postgraduate study and research. Reference will be made to your personal statement, as contained in your application, as well as your supervisor's supporting statement.

**Please note that all 4.5-year award applications (1+3.5) will be assessed in a way that recognises that applicants are likely to have had less training and fewer opportunities to develop a detailed proposed research project than an applicant for a +3.5 studentship.**

### **3.2 ESRC Strategic Steers**

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SEDarc must award a number of studentships to those projects that meet the following ESRC steers: Data Skills, Advanced Quantitative Methods, and Interdisciplinary Research. Those applying for one of the steer opportunities must provide evidence as to why their project clearly meets one of the strategic steers.

Please confirm which, if any, of the steers is closely aligned to your research project. If your project does not meet one of the steers, please tick the relevant box and move to section 3.3. For those that do meet a steer, please read the following guidance when completing this section of the form.

#### **Data Skills**

Applications for Data Skills steer should refer to the use of large datasets, linked administrative datasets (ADR UK - Administrative Data Research UK, which is part of the ESRC) and/or big data methods and associated innovative analytical methods. The use of large and complex data must be a substantive focus for the research project.

The focus of this steer is developing researchers with the skills to fully exploit the increasing volumes of large and complex data for social research purposes. The steer includes survey data and 'big data' (social media, administrative, transactional and geospatial data). These studentships can use qualitative and/or quantitative approaches and will provide opportunity for students to develop advanced data skills throughout their studentship. Projects in this steer are likely to demonstrate the ability to engineer data together from a range of sources, understand caveats such as potential biases (particularly where data are linked), check and monitor data integrity, as well as curate data and write efficient statistical programme code to ensure that research outcomes can be robustly peer reviewed, and, with a focus on reproducibility, consider how these data pipelines can be shared again in the future.

Tips:

- Explain how big data and/or associated data analysis skills are central to your research proposal. Be specific about the data source rather than just using vague terms like "big data".
- Address how you intend to use existing data sets in your research, explaining why these datasets are appropriate to address your research question/s.
- Explain why big data approaches are particularly suited to the research questions listed in your proposal, addressing why and how these approaches enhance and/or are complementary to more traditional sources of data.
- Describe the data processing and analysis pipeline and how you will acquire the skills required to implement this.
- If you plan to develop new, innovative, and/or enhanced methods of analysis for data please describe how you will do this. Address what the impact of these new or enhanced methods could be.

### **Advanced Quantitative Methods**

Applications for Advanced Quantitative Methods (AQM) steer would feature the development and use of advanced statistical methods and/or the use of large-scale datasets and/or the use and analysis of 'big data'. AQM is fundamentally about methodological innovation and application, research that pushes the boundaries of quantitative methodologies in the social sciences. It should support research that either advances existing quantitative methods or applies cutting-edge techniques to social science topics.

Tips:

- Describe the kind of quantitative methodology and analysis that you intend to focus on, your current level of proficiency in core quantitative methods, and how your

advanced skills are intended to be used to address problems in new or innovative ways.

- Demonstrate how AQMs are vital to exploring your research question and your experience of, and planned training in, these methods.
- Note whether you are developing an existing quantitative method in a new and innovative way, or whether you are developing a new quantitative method.
- Justify how the proposed methods for collecting and/or analysing data are assessed as being of a level that constitutes advanced quantitative methods within the specified discipline.

### **Interdisciplinary Research**

Projects must be genuinely interdisciplinary in nature and straddle the social sciences and other UKRI research council remits. The proposed research should include substantive interaction between the social sciences and a discipline represented by a different research council. Studentships steered in this area must be at least 50 per cent social science and no more than two thirds. Applications must be genuinely interdisciplinary and inclusive; applications in which another discipline plays only a minor role will not be competitive for the steer.

Tips:

- Clearly state which of the UKRI research councils you proposed research straddles and why.
- Highlight the potential impact your interdisciplinary research would have on the social sciences.
- Ensure that you have appropriate supervision for all disciplines involved in the project.

### **3.3 Ethical Approval for your Research Proposal**

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You will be asked to indicate what ethical considerations are raised by your research project, and how you plan to address these.

- Your proposed research is required to conform both to the ethical standards required by your home institution and to the [ESRC's Framework for Research Ethics](#).
- If you are unsure about whether your research gives rise to any ethical considerations, please discuss this with your proposed primary supervisor.

## **SECTION 4**

**This will not be assessed by the panel however we ask that you complete this section so that we have a better understanding of your project, plans, and additional funding opportunities that you may need access to.**

### **4.1 Placement**

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You will be asked to confirm that you understand the placement requirements. The length of studentship, either +3.5 or 1+3.5 **includes** a three-month placement. If you do not take a placement, the length of your studentship will be reduced by three months, and you are asked to confirm that you understand this.

If you have already identified or have plans for your placement, please provide details of the organisation, nature of work and planned timing. If you have not identified plans for your placement, please describe some initial thoughts as to the nature of the organisation that you would be interested in working with.

Placements must be undertaken with a single organisation. They do not need to be directly related to your overall research project, for example it should not be used as an opportunity for data collection, it is a distinct opportunity to develop your skills in a real-world context. The timing of placements will be individualised, but we anticipate that most will take place within the second year of full-time study.

Please also confirm the estimated travel costs associated with the placement. Please note that funding is typically a contribution to costs rather than covering all expenses. Funding will be determined by SEDarc and will typically not exceed £1,000 per student.

#### **4.2 Overseas Fieldwork (OFW)**

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**If you state in your application that you will not need to conduct OFW but change your mind after you start your studies, it is highly unlikely that you will be permitted to apply for funding to support this, unless there are exceptional circumstances.**

So, please think very carefully about whether you will need to conduct OFW for your research and discuss this with your supervisor. OFW is defined as conducting fieldwork anywhere outside the UK and is separate to a placement.

You will be asked if you plan to undertake overseas fieldwork as part of your research project.

- If you answer “No”, *you will be asked next whether you require language training.*
- If you answer “Yes”, please read the notes below and answer the following additional questions:
  - Which country you intend to conduct your fieldwork in.
  - How long you will need to spend in this country to complete your fieldwork.
  - How much you estimate it will cost to undertake this fieldwork in total.
  - Provide an itemised list of the main costs you are likely to incur.
- You must read the SEDarc Overseas Fieldwork policy: Guidance for students. These are available via your university point of contact.
- You will need to draw up a clear budget for your OFW that itemises all the standard costs you will incur (flights, visa, vaccinations etc.) with a brief justification for any further costs. Please be realistic when drawing up your fieldwork budget and ensure that the costs stated are realistic. Those reviewing your SEDarc application form will assess whether your research project is feasible in light of your plan and budget for conducting OFW.

- If you are awarded a SEDarc Studentship, you will still need to submit a formal, more detailed application, supported by your supervisor, for funding for OFW once you have started your studies, as this funding will not be automatically paid to you.

### 4.3 Language training

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You will be asked if you plan to undertake language training as part of your research project.

- If you answer “No” *you will be asked next whether you have a collaborative element to your studentship.*
- If you answer “Yes” answer the following additional question:
  - What is the length of funded extension you will apply for to learn this language, based on the ESRC guidance on language learning extensions?

**If you answer “No” to this question, you will not be permitted to apply for a language training extension if you change your mind once you have started your studentship, unless there are exceptional circumstances.**

- You **must** read the SEDarc Difficult Language Training Guidance for students before answering this question.
- It is possible to be granted an extension to your funding for up to one year if you need to acquire or develop a working ability with a language where this is crucial to the success of your research. If you are planning to spend extended time in the field, you are expected to be competent in a language which is used in the area in which you will be based.
- If you need to learn a language, you will need to check whether this language qualifies for an extension and, if so, for how long. Please refer to Annex 2 of the [ESRC’s Postgraduate Funding Guide](#) for this information. (Please note that the ESRC refers to learning **any** language as “difficult language training”.)
- Please discuss this issue with your supervisor. You will need to consider issues such as whether you will need to develop competence in a local dialect, the level of competence you need to achieve in this language to carry out your research etc.
- Those reviewing your SEDarc application form will assess whether your research project is feasible considering the language training you propose to undertake. In exceptional circumstances, further evidence may be required to show that you will be capable of learning the language in the time available.
- If you are awarded a SEDarc studentship, you will need to submit a more detailed application, supported by your supervisor, for an extension to your funding to learn or develop a language, as this will not be granted automatically.

### 4.4 Research Training Support Grant

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The Research Training Support Grant (RTSG) is a fund available to all SEDarc students. It can be used to support a range of expenses related to research, such as:

- UK fieldwork
- Conferences and summer schools
- Language training courses usually undertaken prior to an overseas fieldwork trip
- Reimbursement of interpreters, guides, and assistants
- Survey costs e.g., printing, stationery, and telephone calls
- Purchase of small items of equipment e.g., cameras, tape recorders, and films

- Books and other reading material not available through libraries.

The SEDarc RTSG policy is based on the rules set down in the ESRC Postgraduate Funding Guide, which is available at: <http://www.esrc.ac.uk/files/skills-and-careers/studentships/postgraduate-funding-guide/>

While there are no individual allowances, most students are granted no more than £3000 over the lifetime of their award, unless there are exceptional circumstances. This is a guide and should not be viewed as a target.

You will be asked whether your project and planned activities will cost more than £3,000, if so then you will need to indicate what these costs are and how you plan to fund these.

Please note that simply stating in your application that you require additional resources does not guarantee that you will receive all the funds you have noted if your application is successful.

## SECTION 5

### 5.1 Collaborative studentship information

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You will be asked whether your research project, as outlined in your application, includes a collaborative element.

A student-led research project with a collaborative element is one which is devised by the student, who identifies and approaches a non-academic partner (termed a “collaborative partner”) to work with them on their research project. A collaborative partner is not a university, but can be a business, public or third sector organisation. There can be more than one collaborative partner.

Collaborative partners must contribute something of value to your research project, for example, contributing financially to help cover studentship costs, providing access to their datasets, or providing an additional supervisor with complementary knowledge or expertise. It is not only important to demonstrate that your research project will benefit from this partner’s knowledge, skills, and resources, but also how this partner will ultimately benefit from the knowledge and outcomes generated by your research project (impact). If an external organisation provides a placement *only*, then this does not qualify as a collaborative partner.

#### Details of collaborative partner(s)

*These questions apply only to those whose research project has a collaborative element.*

You will be asked to provide details of your collaborative partner, including whether you are able to provide a letter of support from that partner, and whether you have a second collaborative partner.

- Please provide the following details:
  - The name of your collaborating organisation(s);
  - The name, position, and contact details of your contact in this (these) organisation(s);
  - Whether you are able to provide a letter of support from this organisation;

- Please supply a letter of support from your collaborative partner(s) for your research proposal if you are able to do so.
- In brief, the letter should:
  - state why the collaborator(s) would like to partner with you in this research project, and what they hope to gain from the collaboration; and,
  - provide a brief statement about what the collaborator(s) will contribute to your project, including any financial and/or in-kind contributions (such as access to their data).
- If you can provide a letter, you will be asked to upload it with your application.

You will be asked to state the nature and value of the contribution your collaborative partner(s) will be providing to your research project via SEDarc.

## SECTION 6:

### 6.1 Education and Training

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You will be asked to provide details of your previous education and training, including your undergraduate degree, your Masters degree (if you have one, or are currently studying for one).

- You must complete this section and have discussed the outcome with your supervisor.
- For each higher education qualification you hold, please provide the information outlined below.
  - Qualification and title of award;
  - Name of university/institution studied at;
  - Name of country in which this university/institution is situated;
  - Month and year that the programme started;
  - Month and year that the programme has been/will be completed; and,
  - Degree classification (where awarded), or marks obtained for completed modules.

### Work Experience

You will be asked whether you have any work experience which is relevant to your research project.

- Provide details of your work experience; and,
- If there have been any gaps in your work experience record, please explain these.

If you have **never had any work experience**, please don't worry, as this will **not** have a negative effect on your application.

- Where you have held more than one relevant post, please record all of these using the following format:
  - The name of your employer/organisation;
  - The position you held in this organisation;
  - The date you started and finished your employment;
  - Any on the job training you received and/or skills you gained. If these have any bearing on your proposed research project, please provide details of how this training and these skills will benefit you in carrying out your research.

### 6.2 Your Past Research Methods Training

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### *Your research methods training/skills*

You will be asked to determine what research methods training and/or skills you already have.

- This information is required to determine whether you are able to enter directly onto a PhD or whether you need Masters-level training.
- These learning outcomes have been agreed to ensure you are in the best possible position to undertake your PhD research, and to build your employability and transferrable skills.
- Based on the information you provide, if your degree and/or your professional experience is/are judged as having sufficient research methods training, you will be permitted to apply for a +3.5 PhD.
- If your degree or professional experience does not include sufficient research methods training, you will either be required to study for a Masters degree via our 1+3.5 structure of study, or you might be asked to complete specific Masters-level modules alongside your PhD.
- If you have had formal training in these elements, please either provide a hyperlink to a webpage with a detailed module outline or upload a copy of the detailed module outline at the end of Section 6 of the application form.

### **6.3 Research Methods/Training Skills**

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Please consult your supervisor when completing this section, this will not be assessed but will give us an indication of what training you may require during your PhD. You will be asked to mark your experience levels in tables for each category (Research Practice and Skills; Quantitative Analysis; and Qualitative Analysis).

## **SECTION 7**

### **7.1 Personal Statement**

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You will be asked to provide a personal statement, addressing the issues set out in the guidance below. Please read the notes below carefully in drafting your statement, for which there is a **maximum word count of 500 words**.

- **Please give your reasons for applying.** In doing so, please address the following:
  - Why you think you deserve a studentship;
  - Why you want to study with SEDarc specifically, and how you plan to take advantage of the opportunities SEDarc offers its students; and,
  - Your preparedness for the demands of postgraduate life by discussing your passion for your topic, as well as your existing academic, professional, and life knowledge and experience.
- **What are your career goals:** in particular, tell us about your long-term career ambitions, and how a SEDarc studentship relates to these.
- **Your skillset:**
  - Highlight your relevant skills and knowledge that will enable you to make an impact and explain what that impact will be.
  - Summarise your abilities in core areas related to your research project, including IT, organisation, communication, time management and critical thinking.
  - Make reference to any grades you've achieved, awards you've won, placements you've undertaken, or conferences you've attended which have either helped

prepare you for your research project, or which make you a great candidate for a SEDarc studentship.

### **Declaration**

Please read the declaration carefully and tick the box to confirm you accept these terms and conditions.

### **Ensuring your Application is Complete**

Please ensure that you have completed all questions that form part of your application and uploaded any documents required before you submit your application.

### **SECTION 8 - leave blank for December 13th Sussex Deadline**

This section of the form is for your supervisory team to complete if you are shortlisted for the Scholarship.

- All SEDarc-funded students must have **two academic supervisors**.
- You must already have identified your proposed primary supervisor and have been in contact with them to discuss your application.
- If you need guidance on finding a supervisor, please email your SEDarc administrative lead who will be your initial contact. They will do so by providing you with the name and email address of an academic who you will then need to contact yourself.
- Your proposed primary and secondary supervisor must be based at your chosen SEDarc university, and you must consult both of these supervisors before completing this application form. Your primary supervisor will be able to advise you on who could act as your second supervisor.

#### **8.1 Supervisory team and expertise**

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Your supervisors will be asked to provide the details of your proposed primary and second supervisor. This will need to confirm how many students they have supervised to completion; they must only declare the number and not any identifiable information of said students (such as name or research title).

The primary supervisor will need to declare whether they will / or have complete/d the mandatory training requirements as listed on the application form.

### **COMPLETING THE EQUALITY, DIVERSITY & INCLUSION FORM**

If shortlisted, you will be asked to complete some questions relating to Equality, Diversity and Inclusion.

SEDarc is committed to an Equality, Diversity & Inclusion Policy, and we acknowledge and embrace diversity. SEDarc and the ESRC are committed to ensuring that those applying for studentships are selected on merit. By answering the EDI questions, you will help us to ensure that our policies and procedures are effective in avoiding discrimination and

promoting equal opportunities in awarding studentships. SEDarc needs your help and co-operation to enable it to do this. Filling in this form is mandatory but, if there are questions you do not wish to answer, you have the option of ticking “prefer not to say”. The information you provide will be used for monitoring and statistical purposes only, will stay confidential, and be stored securely. Access to this information will be limited to the core SEDarc staff members. Please contact [SEDarc@rhul.ac.uk](mailto:SEDarc@rhul.ac.uk) should you have any questions or concerns.

### **Opportunity Studentships**

We would encourage anyone meeting the criteria listed to apply for an Opportunity Studentship, see website for full details.

**The information you provide on this form will not be released to those involved in making the decision on who receives a studentship.**

### **SUBMITTING YOUR APPLICATION**

The deadline for submitting your Sussex application is **16:00 (noon) GMT on 13th December 2024**. Shortlisted applicants will be informed by January 27th and invited to submit their application to SEDarc by **February 3rd 2025**.

### **UNIVERSITY POINTS OF CONTACT**

If you have any queries about applying for a studentship award please contact:

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- University of Sussex: [pgr-scholarships@sussex.ac.uk](mailto:pgr-scholarships@sussex.ac.uk)