Introduction

This document is intended for those who wish to apply to the Universities of Keele, Lancaster, Liverpool or Manchester for an Economic and Social Research Centre (ESRC) postgraduate award under the North West Social Science Doctoral Training Partnership (NWSSDTP) scheme to support Master’s and Doctoral study in Social Sciences from October 2022. The guidance below sets out the types of awards provided, eligibility for awards and the application process.

This guidance is for candidates who are applying for funding towards Master’s and doctoral study. If you intend to apply for funding towards a PhD only, please refer to the +3 guidance on the NWSSDTP website.

It is crucial that you read this guidance carefully before making your application.

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Types of Awards

This guidance is for candidates who are applying for funding towards Master’s and doctoral study. If you intend to apply for funding towards a PhD only, please refer to the +3 guidance on the NWSSDTP website. The NWSSDTP does not fund standalone Master’s programmes.

The ESRC-funded NWSSDTP provides funding to enable students to study at Keele University, Lancaster University, the University of Liverpool or the University of Manchester.

1+3 Scheme (One Year Master’s + Three Years Doctoral Study)
This scheme will provide support for students undertaking an eligible master’s programme which focuses on advanced study and research training explicitly intended to provide a foundation for further research at doctoral level, who will then progress to a doctoral programme.

2+2 Scheme (Two Years Master’s + Two Years Doctoral Study)
This scheme is only available for students in Economics at the Universities of Lancaster and Manchester. It will provide support for students undertaking a two year MRes programme followed by a two year doctoral programme.

2+3 Scheme (Two Years Master’s + Three Years Doctoral Study)
This scheme is only available for students in Economics at the University of Manchester. Also known as the 1+1+3 scheme. It will provide support for students undertaking a one year MSc + one year’s PhD training + a three year doctoral programme.

Eligibility

Residential eligibility:

NWSSDTP Studentships are open to both Home and International (including EU and EEA) candidates.

Please note that NWSSDTP Studentships will only fund tuition fees up to the Home rate. This is £4,500 in 2021/22 (exact rate for 2022/23 subject to confirmation from UKRI). International tuition fees are usually substantially higher than this sum. However, all institutions within the NWSSDTP have committed to waiving increased tuition fees for international NWSSDTP students. International students recruited to NWSSDTP Studentship will not be expected to pay any additional tuition fees themselves.

Please also be aware that the NWSSDTP is only permitted to award a maximum of 30% of its studentships - a maximum of 18 awards - to international (including EU and EEA) students per annum.

To be classed as a home student, candidates must meet the following criteria:
• Be a UK National (meeting residency requirements), or
• Have settled status, or
• Have pre-settled status (meeting residency requirements), or
• Have indefinite leave to remain or enter
If a candidate does not meet the criteria above, they would be classed as an International student.

You must refer to the UKRI Terms and Conditions for Training Grants for full details
https://www.ukri.org/funding/information-for-award-holders/grant-terms-and-conditions/
学术资格条件：

对于1+3、2+2和2+3博士生项目，候选人必须具有相当于英国一般本科荣誉学位（一等或上二等成绩）的资格。当前的本科生可以在学位的第三年期间（提前申请），并需要提供临时成绩单支持其申请。

在大多数情况下，候选人将已在认可的UK高等教育机构完成过本科课程。然而，有些可能来自英国以外，或者能够提供组合资格/经验。将需要确定这些资格是否可以等同于荣誉学位，以及在什么级别。ESRC基于英国文化委员会NARIC指南评估其在英国以外获得的资格。对于非-UK资格，必须提供英文版和原版申请表。

候选人必须计划在ESRC认可的途径中学习（参见附录1中NWSSDTP认可的途径列表）。

请注意，你未来的研究团队的监督性将考虑在评估申请时。

资金基础的奖项

一个NWSSDTP奖学金包括：

- 学费支付，按标准UKRI本地费率（2021/22年4,500英镑，2022/23年具体费率需UKRI确认）
- 维持津贴（2021/22年15,609英镑，2022/23年具体费率需UKRI确认）
- 研究培训支持金（RTSG）以补偿与研究相关的费用，包括但不限于会议出席、培训课程和UK田野工作。
- 申请额外资助的机会：
  - 海外田野工作（仅限海外田野工作需求在申请阶段已详细说明）和困难语言培训，
  - 海外机构访问
  - 实习

选择全日制的学生将从满额奖学金中按比例获得同样的维持津贴。

学生在原始申请中指明其博士项目需要田野工作和/或困难语言培训的，也可能提交一项附加财务支持的申请，使他们能够进行这项活动，一旦他们开始学习。更多信息请参见NWSSDTP网页。田野工作和困难语言培训资助只能在博士阶段，而不是在硕士阶段。

学生将根据需要获得额外的残疾津贴。
Priority Areas

The ESRC have awarded the NWSSDTP 12 steered awards each year in the following Priority Areas:

- Advanced Quantitative Methods (4 awards)
- Use of Datasets (4 awards) - the NWSSDTP particularly welcomes applications to this Priority Area which focus on Longitudinal Data Analysis.
- Interdisciplinary research which straddles other research council remits (4 awards) - the NWSSDTP particularly welcomes applications to this Priority Area which focus on Data Science.

The NWSSDTP strongly encourages applicants to indicate alignment with the Priority Areas where appropriate.

The Application Process

Students will normally be expected to have been offered a place at one of the four NWSSDTP institutions before submitting their NWSSDTP Studentship Application, on one of the programmes eligible for NWSSDTP funding (please see the NWSSDTP website for a list of eligible programmes for each pathway). However, Studentship Applications will be accepted from students who have submitted their institutional application but have yet to receive a formal offer, providing that such an offer has been made by the time of the Studentship Allocation meeting, which will take place on the 9th March 2022. In no case will an NWSSDTP Studentship be officially awarded until the student has secured a conditional or unconditional place at their university.

1+3, 2+2 and 2+3 candidates must apply for both the Master’s and PhD programmes at the outset. You will be expected to have a conditional PhD offer, as well as a conditional or unconditional Master’s offer, prior to the studentship funding being formally awarded.

You should apply to one institution for admission onto your chosen postgraduate programme using the online application forms:

Master’s application processes:

Keele: https://www.keele.ac.uk/pgapply/
Lancaster: http://www.lancaster.ac.uk/study/postgraduate/how-to-apply-for-postgraduate-study/
Liverpool: https://www.liverpool.ac.uk/study/postgraduate/applying/
Manchester: http://www.manchester.ac.uk/study/masters/admissions/

PhD application processes:

Keele: https://www.keele.ac.uk/pgresearch/howtoapply/
Lancaster: http://www.lancaster.ac.uk/study/postgraduate/how-to-apply-for-postgraduate-study/
Liverpool: https://www.liverpool.ac.uk/study/postgraduate-research/how-to-apply/
Manchester: http://www.manchester.ac.uk/study/postgraduate-research/admissions/
**IMPORTANT** Applicants must contact their School PGR Administrators prior to completing their admissions or NWSSDTP Studentship Application forms, as some schools have local internal deadlines. Please find contact details here: [https://nwssdtp.ac.uk/how-to-apply/submitting-apps/](https://nwssdtp.ac.uk/how-to-apply/submitting-apps/)

Copies of transcripts and references included in your original programme application will also be required for your NWSSDTP Studentship application. Please see Appendix 2 for referee guidance – it is advised that potential referees are sent a copy of this document when approached for a reference.

You should send a digital copy of the completed NWSSDTP application form with transcripts and references to the relevant School PGR Administrator (details [here](https://nwssdtp.ac.uk/how-to-apply/submitting-apps/)) by 5pm on 1st February 2022.

**Equal Opportunities Monitoring**

Please ensure you complete and submit an EQUAL OPPORTUNITIES MONITORING FORM with your application. This will not be made available to those reviewing your funding application, but will be used to survey equality and diversity of applicants and our funded students.

**Assessment of Applications**

**a. Panels**

Your application will initially be assessed by the Institutional Pathway Panel. The panel consists of senior academics from within the relevant pathway at the institution you intend to register. Each application is judged on its own merits based on the information provided in the NWSSDTP Application Form and your transcripts / references. This panel agrees a mark for each application and applications are then ranked.

The Institutional Pathway Panels will then present their top applicants at a NWSSDTP Pathway Panel. This consists of one nominated pathway lead from each NWSSDTP institution. This panel decided which applications will go through the final committee panel.

Finally, the applications which have passed the previous two stages are presented to the NWSSDTP Studentship Allocation Committee by the overall pathway lead. This committee will then decide on studentship allocation across the NWSSDTP. This NWSSDTP Studentship Committee will take place on the 9th March 2022.

**b. Outcome of Application**

**Successful candidates** will be informed by email by 18th March 2022. If you are successful in being nominated for an award, you will be asked to confirm by the 6th April 2022 whether or not you wish to formally accept the award. If you do not confirm by this date, the NWSSDTP reserves the right to reallocate the award.

The NWSSDTP Studentship Committee and the pathway leads will also agree a list of **reserve candidates**, and reserve candidates will also be informed by the 18th March 2022. If you are selected as a reserve candidate you may still be offered an award should one of the successful candidates decline their award / fail to formally accept their award.
Candidates who reach the NWSSDTP Studentship Allocation Committee stage but are unsuccessful will also be informed by the 18th March 2022. Due to the volume of applications, individual feedback will not be available.

Candidates who do not reach the NWSSDTP Studentship Allocation Committee stage should be notified by their local School PGR Administrator. If you do not receive confirmation of the outcome of your application by the 18th March 2022, this will mean your application did not progress to the final stage - please contact your relevant School PGR Administrator (contact details here) for confirmation.

c. Taking up an Award

Award holders will normally be expected to begin their programme of study in September or October 2022 and, providing we have received all necessary paperwork, holders of a full award will receive the first instalment of their maintenance grant in early October.

In certain circumstances, such as illness or where there is a need to give a period of notice to an employer, we will consider deferring the start date of a doctoral programme, normally by up to three months (subject to approval from the School PG office). Any application for postponement must be made immediately through the University in which you intend to register. You should write to the University, in advance, including supporting letters from your potential supervisor. Deferrals of twelve months or more are not permissible. Deferrals are not possible for Master’s students.

If you are unable to take up your award in the year in which it was awarded, it will be rescinded and you will have to re-apply in the competition in the following year. You will need to inform us of your decision at the earliest possible stage, in writing, by letter or e-mail.

Progression from Master’s to doctoral study for 1+3, 2+2 and 2+3 candidates will be subject to the successful completion of the Master’s programme.

The continuation of doctoral awards is subject to the submission of a satisfactory annual report at the end of each year of the award and you are subject to the University and School’s standard monitoring and progression processes.

d. Change in circumstances

Studentships are awarded for a particular programme of study at the University of Keele, Lancaster, Liverpool or Manchester. Therefore all requests to make changes to the awards are only considered by the NWSSDTP Academic Management Committee in exceptional circumstances and only if the reasons are fully and clearly explained.

e. Resubmitting Applications

If you are unsuccessful in one year’s competition you may apply in the next year’s competition, without prejudice, providing you continue to meet the eligibility criteria for the scheme.
Application Timetable

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<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st February 2022</td>
<td>Deadline for submission of application to relevant School PGR Administrator</td>
<td>(contact details <a href="#">here</a>)</td>
</tr>
<tr>
<td>9th March 2022</td>
<td>NWSSDTP Studentship Allocation Committee</td>
<td></td>
</tr>
<tr>
<td>By 18th March 2022</td>
<td>Successful, Reserve and Unsuccessful Candidates informed by email</td>
<td></td>
</tr>
<tr>
<td>6th April 2022</td>
<td>Deadline for successful candidates to confirm acceptance of the award</td>
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<tr>
<td>Sep/Oct 2022</td>
<td>New NWSSDTP Cohort start</td>
<td></td>
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<tr>
<td>November 2022</td>
<td>NWSSDTP Induction</td>
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Guidance Notes for Standard Studentship Application Form

Please carefully follow the instructions below to complete your application form.

1. **Studentships available**

Please tick the scheme you would like to apply for.

2. **Institution at which you intend to register**

Please tick the University in which you intend to register.

3. **Name and address**

We need to be able to contact you between March and September 2022. Under 'Address' you should provide the address at which you can be contacted for the majority of this period, even if this is different to the address you have given on the University application form. Should you be unavailable during this period, you may provide the name and address of someone who can correspond for you in your absence. Similarly, please give an email address and phone number which you can be contacted on between March and September 2022.

4. **Project details**

- **Mode of attendance**

Part time students are only eligible for the maintenance grant on a pro-rata basis. Further information on awards and stipends can be found on page 3 above.

- **NWSSDTP Pathway/School/Institution**

Please indicate the NWSSDTP pathway you are applying to, which must be one of the accredited pathways as listed in Appendix 1. Also include the School and Institution with which you intend to register. If you are uncertain about any of these details, please discuss this with your School PGR Administrator ([contact details here](#)).

- **Project title**

The appropriate title of the project should be entered. 1+3, 2+2 and 2+3 students are asked to give the working title of the proposed project but the NWSSDTP recognises the title may change as the applicant progresses through the Master’s course and the topic is refined.
5. Proposal

Please give details of your PhD proposal in 1500 words or less. It is recognised that 1+3, 2+2 and 2+3 applicants will develop and finesse their PhD project during the course of the Master’s programme, and this will be taken into account during assessment. Applications which do not follow the word limit may be penalised. Referencing/bibliography should be included within this word limit.

Please detail why you have chosen your particular Master’s programme and how this will equip you to undertake your proposed PhD project. Detail specific modules or training options which will prepare you for your PhD. Consider this section alongside Question 9, to assess what training needs will be addressed during your Master’s year and what further training will be needed once you commence your PhD.

6. Qualifications

Please enter your relevant academic qualifications. As stated above, candidates must have qualifications of the standard of a good undergraduate honours degree at first or upper second class level.

7. Relevant Experience

Please complete this section by entering the number of years of experience and give details. The assessors will use this information to establish any experience you have had which might contribute to the intended research topic or strengthen your application.

8. Supervision

Please state who your prospective supervisors are. This should have been discussed with the prospective supervisors prior to application. The supervisory fit of your prospective supervision team will be taken into consideration when the application is assessed during the competition.

9. Research training needs

Please give details of any identified training needs for your doctoral programme which will equip and enable you to undertake your proposed research project. Candidates are expected to undertake appropriate training during their PhD, and demonstrating an awareness of the training required/available will strengthen your application. State whether or not this has been discussed with your supervisors.

Please clearly indicate whether you intend to do fieldwork abroad or learn a difficult language during your doctoral programme. Please indicate the destination and the duration of fieldwork if known at this stage. Only students who specify potential fieldwork in their original application will be eligible to apply for additional fieldwork funding during their studentship. Only students who specify potential difficult language training in their original application will have the opportunity to make a case for a fieldwork / studentship extension to accommodate this.
Please discuss with your supervisor whether your project is likely to require sourcing additional funding (£1000 or more) for the purchase of specialist equipment, specific software or access to datasets, without which the project could not be completed.

10. Priority Areas

Please detail if you think your project will utilise Advanced Quantitative Methods and what training the recruited student will undertake during the doctoral programme to enable this. Please be sure to address each of the three criterion which are used to assess AQM. Failure to do so will significantly reduce the likelihood of AQM status being awarded.

Please complete the Use of ESRC section if appropriate for your project. The NWSSDTP particularly welcomes applications to this Priority Area which focus on Longitudinal Data Analysis.

Please complete the Interdisciplinary research which straddles other research council remits section if appropriate for your project. For details of the remits of all research councils please see: https://www.ukri.org/about-us/our-councils/ The NWSSDTP particularly welcomes applications to this Priority Area which focus on Data Science.

Further details about all three Priority Areas can be found here: https://nwssdtp.ac.uk/how-to-apply/priority-areas/

11. CASE or Collaboration

Please only complete this section if your project incorporates a CASE or a collaborative element with a non-HEI partner organisation. Please note that before you can apply for a CASE award you must have discussed the collaboration with your supervisor, the proposed partner and your institution.

A letter of support from the partner, which briefly outlines the nature of the collaboration (corresponding with what has been outlined in 12b and 12c) should be included. If no contact has been made with a partner, please just apply for a standard studentship. Contributions for a collaborating partner can be in cash or in kind.

There is no need to complete a separate CASE Studentship Application Form.

12. Additional applications

Please indicate whether you have already applied for any other funding for this forthcoming year.

13. Acknowledgment

Please sign and date the application form. Electronic signatures are sufficient.

14. Supporting Documents

You should provide two academic references, along with your application form, and copies of your undergraduate academic transcript. These may be the same references you submitted for your
University admissions applications, but they do not have to be. Please see Appendix 2 for referee guidance – it is advised that potential referees are sent a copy of this when approached for a reference.

Supporting documents should be in Word or PDF format – please do not send image files.

Please ensure you complete and submit an Equal Opportunities Monitoring Form with your application.

No further documentation (e.g. CV, personal statements, extended research proposals) is required, and any additional documents submitted may not be considered during the application process.
APPENDIX 1: List of NWSSDTP Accredited Pathways

NWSSDTP Studentship Applications must go through an eligible NWSSDTP Pathway:

- Accounting and Finance
- Business and Management
- Criminology, Social Policy and Social Work
- Development and Humanitarianism in an Unequal World
- Economic and Social History
- Economics
- Educational Research
- Geography and Environment
- Health and Wellbeing
- Language Based Area Studies
- Linguistics
- Planning and Environment
- Politics
- Psychology
- Social Anthropology
- Social Statistics
- Social Studies of Science, Technology and Medicine
- Socio-legal Studies
- Sociology
APPENDIX 2: Guidance Note for Referees

General

The NWSSDTP application must be supported by two testimonials from people able to comment on the academic ability and research potential of the candidate, e.g. previous undergraduate/postgraduate study.

It is strongly recommended that the applicant’s undergraduate/postgraduate tutors complete the testimonials where possible. However, the NWSSDTP accepts that University staff expected to be involved with the candidate’s subsequent studies (e.g. potential supervisors) can sometimes be appropriate if they have tutored the applicant previously. It is also accepted that some students may have undertaken some relevant professional work where the testimonial writer would be able to comment on their suitability for undertaking research. If this is the case then the circumstances should be fully explained.

Specific advice re the testimonial

• Potential supervisors can be a referee – but should not be used for both references.
• Referees should include a comment on the academic ability of the applicant (most successful NWSSDTP candidates have or are predicted a 1st in their undergraduate and a distinction in their Master’s).
• Referees should comment on the candidate’s suitability for postgraduate training in general and for the particular course and research he/she proposes to undertake.
• Information on how, and to what extent, the candidate has shown academic ability in terms of:
  a) ability to grasp concepts and reason analytically;
  b) motivation and perseverance in achieving objectives; and,
  c) capacity for original thought.
• Where possible, the referees should comment on the research project in relation to the applicant, the supervisors and the research environment.
• References should be emphasis strengths at all times. Referees should avoid generalisations, repetitions and ‘lukewarm’ statements in references such as “very good student”.
• Extracurricular activities should also be highlighted in references to show that the referee knows the applicant well.
• It may be useful to note the ESRC’s strategic priorities.