



## Application for AHRC Postgraduate Awards: General Information

### 1. Introduction to AHRC funded postgraduate awards

The AHRC offers full-time and part-time postgraduate studentships under three schemes:

- Doctoral Awards

AHRC funded Doctoral Awards provide support for students (full-time or part-time) undertaking doctoral study. It is a scheme that is open both to applicants who will be starting their research study and to current research students who have already completed part of their programme (so long as at least 12 full-time months or 20 part-time months of the registered period remain). Applicants should apply for a doctoral award even if their initial registration is as an MPhil student, so long as the aim is to upgrade to PhD after the probationary period. Doctoral awards are normally a maximum of 3 years' full-time (or 5 years' part-time) duration.

- Research Preparation Master's (RPM)

AHRC funded Research Preparation Master's Awards provide support for students (full-time or part-time) who are undertaking a Master's degree that will prepare them for doctoral research (i.e. a research-led taught Master's or an MPhil).

- Professional Preparation Master's (PPM)

AHRC funded Professional Preparation Master's Awards provide support for students (full-time or part-time) undertaking postgraduate study which develops high-level skills and competencies as a preparation for professional practice in a field relevant to the content of the programme. Both Master's and Postgraduate Diploma programmes are eligible.

Master's awards (RPM and PPM) are for a minimum of 9 months full-time (or 12 months part-time) and for a maximum of 12 months full-time (or 24 months part-time).

**Applicants should be aware that competition for AHRC awards is very fierce. Funding is limited which means that only very high quality applications can be successful.** In the 2008 round of awards, AHRC published data show that 80% of Doctoral awards, 98% of Research Preparation awards and 84% of Professional Preparation awards were won by applicants who achieved first class degrees.

### 2. The AHRC 'Block Grant Partnership'

As of October 2009, the AHRC is funding the majority of its postgraduate studentships through a Block Grant Partnership (or 'BGP'), which is held by certain universities for a period of 5 years. Via the BGP, the AHRC devolved administration of the studentship awards to the University.

Cardiff invites applications in the following subject areas for study commencing 2012/13:

Doctoral:

Archaeology  
Celtic Studies  
English Language and Literature  
History  
History of Art, Architecture & Design  
Philosophy  
Religious Studies

Research Preparation Masters:

English Language and Literature  
European Language & Culture  
History  
History of Art, Architecture & Design  
Music

Professional Preparation Masters:

Interpreting and Translation  
Journalism and Publishing Studies

The notes prepared to help applicants complete the application forms include descriptions of the AHRC subject areas. They are intended to be broad and there is some overlap. Applicants are advised to read these carefully as a proposed research project or postgraduate programme may be eligible for consideration under more than one subject.

### 3. Application process

All forms and supporting documents can be downloaded from:  
[www.cardiff.ac.uk/ahrcawards](http://www.cardiff.ac.uk/ahrcawards)

Applicants for an AHRC award (except for PhD students part-way through their research programme) should have applied to Cardiff University through the normal applications process for entry onto the programme concerned, and be in receipt of an offer of admission (unconditional or conditional) by the time of submitting the application for AHRC funding.

Application for AHRC funding is by a different process. Application forms and notes on completing the forms are available from Cardiff's web pages and from our Humanities Schools.

### 4. Eligibility criteria

AHRC studentships are available only to UK or EU students. Those who are designated by the University as EU for fee-paying purposes may be eligible for a fees-only award or a full award, depending on their period of residency in the UK.

An applicant must have gained an undergraduate degree from a recognised university, or be a current undergraduate expecting to graduate before 31 July 2012. Those applying for a doctoral award should normally have, or be studying for a postgraduate Master's degree.

For further information regarding eligibility for AHRC studentships, it is important that applicants refer to the AHRC web site:

<http://www.ahrc.ac.uk/FundingOpportunities/Documents/GuidetoStudentFunding.pdf>

Queries can be sent to staff in Cardiff University at [ahrcqueries@cardiff.ac.uk](mailto:ahrcqueries@cardiff.ac.uk)

## 5. How the application will be assessed (BGP)

Applications for AHRC funded awards will be assessed by one or more internal Subject Panels. The applicant (in consultation with the School where the programme will be centred) will indicate the relevant AHRC subject on the application form. If the interdisciplinary nature of the study means it would be appropriate for more than one Panel to assess the application, there is space on the application form to indicate this.

The Panel members are senior academics from Cardiff's Humanities Schools who are highly experienced in postgraduate admissions and education, including supervising and examining.

The Panel will agree a grade for each application that reflects an assessment of the entire application, including the information and evidence provided about the applicant's ability, aptitude, commitment and preparedness for the programme, and the quality of work that will be produced. The Panel will want to be assured that the School will be able to support the particular requirements of the applicant and his/her proposed programme.

It is important that all who are involved in completing the application form do their best to provide as full and complete evidence as possible to enable the Subject Panel to make a fair judgement.

The referees' reports and evidence of previous results form an integral and important part of each application. Referees should address the questions asked of them as fully and as honestly as possible, commenting in detail on the applicant's work and his/her preparedness for the proposed programme.

Each application will be judged on its own merits using the following criteria:

### **Doctoral awards:**

- quality of the applicant
- preparedness of the applicant - for the proposed project and future career
- quality and feasibility of the research project (including ethical issues)

### **Master's awards (Research Preparation and Professional Preparation):**

- quality of the applicant
- preparedness of the applicant - for the proposed study and future career
- quality and feasibility of the proposed study

Applicants are advised to refer to the assessment criteria when completing their application form. These are included in full in the notes on completing the forms:

- Application for AHRC Funding: **Doctoral Programmes** - Notes on completing the form
- Application for AHRC Funding: **Master's Programmes** - Notes on completing the form.

Cardiff University is committed to promoting equality and diversity in all of its practices and activities, including those relating to student admission and studentship nomination, and to working by the following principles: fairness; transparency; professionalism; accessibility; consistent application of policy and procedure.

## 6. How the awards will be allocated

The Subject Panels will grade each application considered and, for those with the highest grades, will agree a ranked ordering. With reference to the number of AHRC funded awards available for the subject area, the Panel will make recommendations for the awards. Reserves will also be identified.

Recommendations from all the Subject Panels will be considered by the Humanities Review Panel - which will determine Cardiff's nominations to the AHRC.

## 7. Timetable

The notes on completing the application form include a checklist/timetable for the application process, with key dates highlighted. These can be summarised:

### **(A) For all subjects except Journalism and Publishing Studies**

**Friday 2 March 2012** - the full application (Parts I and II, completed by the applicant and the referees, respectively), along with supporting documents, must be submitted to the School AHRC contact

**Friday 16 March 2012** - the full application with supporting documents and School endorsement must be submitted to the University Graduate College Office

**Late March/early April 2012** - Subject Panels meet and recommend award nominations

**April 2012** - Humanities Review Panel confirms award nominations; applicants are informed of the outcomes.

### **(B) Journalism and Publishing Studies**

**Monday 16 April 2012** - Parts I and II of the application (completed by the applicant and the referees, respectively), along with supporting documents, must be submitted to the School AHRC contact

**Monday 23 April 2012** - the full application with supporting documents and School endorsement must be submitted to the University Graduate College Office

**May 2012** - Subject Panels meet and recommend award nominations

**May 2012** - Humanities Review Panel confirms award nominations; applicants are informed of the outcomes.

## 8. AHRC School Contacts

School	Contact	Email
Welsh School of Architecture	Katrina Lewis	<a href="mailto:LewisK2@cardiff.ac.uk">LewisK2@cardiff.ac.uk</a>
School of English, Communication & Philosophy	Rhian Rattray	<a href="mailto:encap-pg@cardiff.ac.uk">encap-pg@cardiff.ac.uk</a>
School of European Studies	Jenny Hulin	<a href="mailto:euros-pgr@cardiff.ac.uk">euros-pgr@cardiff.ac.uk</a>
School of History, Archaeology & Religion	Fiona Nicholas	<a href="mailto:Nicholas@cardiff.ac.uk">Nicholas@cardiff.ac.uk</a>
School of Journalism, Media & Cultural Studies (PPM)	Jennifer Moseley	<a href="mailto:MoseleyJ@cardiff.ac.uk">MoseleyJ@cardiff.ac.uk</a>
School of Journalism, Media & Cultural Studies (D)	Cerys Parker	<a href="mailto:ParkerCB1@cardiff.ac.uk">ParkerCB1@cardiff.ac.uk</a>
School of Music	Sarah Woolley	<a href="mailto:WoolleySJ@cardiff.ac.uk">WoolleySJ@cardiff.ac.uk</a>
School of Welsh	Siwan Rosser	<a href="mailto:RosserSM@cardiff.ac.uk">RosserSM@cardiff.ac.uk</a>