**TERMS & CONDITIONS**

**CHILD HEALTH RESEARCH PhD STUDENTSHIPS 2021/22**

 **PROJECT OUTLINE SUBMISSION FORM**

**Closing date for applications: Monday 15th June 2020**

**Please read the following Terms and Conditions carefully before submitting your project outline**

1. You are now invited to submit a **PhD research project outline** for inclusion in the annual portfolio of advertised Child Health Research 3-year PhD studentships.

2. The PhD project outlines included in the portfolio for projects starting in 2021/22 may also be made available to other funding bodies within GOSICH, and may be aligned with planned campaigns and/or specific donor requests for fundraising.

3. The current stipend is £17,009 per annum and mirrors that awarded by the Medical Research Council, with running expenses to a maximum of £5,000pa. The stipend is tax-free and NI contributions are not paid by the Institute or by the studentship holder. Fees are paid at the UK rate. Non-EU students are expected to be able to fund the difference between Home and Overseas fee.

 **NB: The position regarding tuition fees for EU students beyond the 2020/21 academic year is yet to be confirmed, and will depend on the outcome of the negotiations and what kind of future relationship is agreed between the UK and the EU after the transition period has ended. UCL is working to influence policy in this area – further updates will be posted on the UCL website -** [**https://www.ucl.ac.uk/brexit/**](https://www.ucl.ac.uk/brexit/)**.**

4. It is expected that there will be eight PhD studentships available in 2021/22. Two of these eight studentships are ring-fenced, one for a collaborative project between UCL GOS ICH and the University of Toronto, and one for data science.

5. Some modifications to the eligibility criteria for project submission have been made this year, to facilitate more PhD supervision (at primary or secondary level, as appropriate) for non-Professorial staff, as follows:

• Eligible projects will require at least one supervisor who is at Grade 8/9 (as primary or secondary supervisor)

• Supervisors who already have a CHR PhD student will not be eligible to submit a project for two years after that student registered (previously one year)

6. Students will be offered **a portfolio of approved project outlines** to choose from. Note the following five stages of the student recruitment process:

* Supervisors are asked to submit Project Outline forms which will comprise a 1 page summary for the portfolio (deadline 15th June 2020).
* There will be a preliminary review of the project outlines by a central review panel; after any required feedback, this will then result in an approved portfolio of possible projects, for inclusion in the advert for Studentships (September 2020).
* Students will be interviewed and selected by a central GOSICH committee, chaired by the Institute Director in early 2021.
* Selected students will be paired up with supervisors on the basis of the outline projects in the portfolio and their specific interests
* A request will then be made for the supervisor to work together with the student on a full PhD project proposal which will be submitted for internal peer review by two independent GOSICH academics, to ensure that selected projects are appropriate and up-to-date. Full approval will be only be granted after this review process has taken place.

**NB** Inclusion of your project outline in the portfolio will not guarantee you a student.

Project submissions are invited from all academic areas to ensure we are able to offer students a wide variety of projects that cover all aspects of research at GOSICH/GOSH. The portfolio thus aims to provide a broad sample of the kinds of projects available within the Child Health Research PhD Studentship Scheme. Projects that involve collaboration between laboratory-based and clinical scientists are particularly welcomed, although all projects will be considered on an equal footing.

Supervisors may submit up to 2 project outlines for inclusion in the portfolio.

A previously submitted project may be re-submitted to this scheme in the following year. **Please note that you will need to submit new project outlines each year, and that there will be no automatic rollover of project outlines from the previous year. This is to ensure that all projects outlines are still available and up-to-date.**

**Supervision:**

6. Project outlines are accepted for inclusion in the portfolio on the assumption that the applicants meet the following criteria:

1. The applicants must be the student's intended supervisors.
2. The applicants must meet the requirements set out in Chapter 5, Section 3 of the [UCL Academic Manual](https://www.ucl.ac.uk/academic-manual/sites/academic-manual/files/chapter_5_part_a_research_degree_regulations_2019-20.pdf), and section 7 below)
3. The applicants must ensure that all areas of expertise necessary for the student to be able to successfully complete the project have been identified and will be made available to the student either within the supervisory team or through a collaboration
4. No applicant’s supervisory load must expect to exceed the maximum number of students permitted as set out in Section 3.3 of the [UCL Academic Manual](https://www.ucl.ac.uk/academic-manual/sites/academic-manual/files/chapter_5_part_a_research_degree_regulations_2019-20.pdf) by the start of the project in September 2021
5. Applicants’ own funding must be guaranteed for at least 2 years from September 2021.
6. Applicants must have agreed with their Section Head that sufficient space (desk and laboratory) is available for the Postgraduate Student
7. Applicants must not have ‘overdue’ final reports due to be submitted to any external funding body, CHR-CIO or GOSHCC

7. Applicants must complete the application form and submit **one electronic copy (with e-signatures) to** **ICH.chratapps@ucl.ac.uk** **by 5pm Monday 15th June 2020.**

**Applicants will be contacted with any requests for feedback regarding their project outlines from the review panel by the start of July 2020. The approved portfolio will accompany the advertising of the Studentships in mid-September 2020. Supervisors of projects chosen by successful students will be asked to submit a detailed project proposal which has been discussed and agreed with the student. This will be fully reviewed in May-June 2021. The studentships will generally start at the beginning of the 2021/22 academic year.**

8. **UCL eligibility criteria for supervisors:**

8.1 A Principal Supervisor should:

(a) have satisfactorily completed any probationary period attached to his/her appointment;

(b) have expertise in the area of the proposed research;

(c) have had previous experience of at least one successful PhD supervision within a supervisory team (defined as having taken a student all the way through to a research degree award, or, in some instances at least through to MPhil/PhD upgrade).

For a probationary member of academic staff to be appointed as Principal Supervisor, supervision must be undertaken within the context of an experienced supervisory team comprising at least one demonstrably active researcher with experience of at least two successful supervisions. For further details on staff categories eligible to undertake PhD supervision, see <https://www.ucl.ac.uk/human-resources/phd-student-supervision-eligibility>.

8.2 A Subsidiary Supervisor must:

(a) have expertise relevant to the area of proposed research;

(b) be familiar with the standards required for MPhil/PhD research.

8.3. A Research Associate (Grade 7) cannot be appointed as a Primary Supervisor but may act as a Subsidiary Supervisor. In addition, they should meet the following UCL requirements specified for Subsidiary Supervisors:

(a) Have a research contract lasting at least 3 years from the time the supervised student commences his/her programme of study;

(b) Be able to provide evidence of good quality publications for which they have had a substantial degree of responsibility

(c) Preferably have some experience in supervising MSc-level students.

8.4 All supervisors must be fully approved and registered on the UCL EROS supervisor database prior to the portfolio being advertised in September 2020.

# **9. Supervisors of successful students will be expected to comply with the following:**

1. A brief annual report tracking the progress of the student's work is required, with a complete report at the end of the period.
2. To be able to report on the student’s career progression for a period of three years after the completion/award of their PhD.
3. Encouragement is given to the publication of research results in scientific journals, subject to the Section Head's approval. UCL researchers are required to upload their final accepted manuscripts to UCL’s Research Publications Service (RPS) within 3 months of first online publication to qualify for REF submission. Applicants should refer to [UCL’s REF Open Access Policy](https://www.ucl.ac.uk/library/open-access/open-access-ref) for further guidance. Any publications arising from the project shall acknowledge the Authority’s financial support from the scheme’s funder (CHR-CIO, GOSHCC).
4. Research results must not be patented or put to any commercial use, by the grant holder or his assistants, without the express permission of the Trustees as appropriate.
5. No material change in the nature of the research, or the terms of an approved grant, shall be made without the consent of the review committee.

**PROJECT OUTLINE APPLICATION FORM**

Please complete all sections of this applications form in typescript no smaller than 10 point, single line spacing

**Primary Supervisor**

Name:

Position:

Section:

Area(s) of expertise:

**Secondary Supervisor/s**

Name:

Position:

Section:

Area(s) of expertise:

**Data Science**

Does this project incorporate a data science component, i.e. the use of maths, statistics and computer science to get answers from large complex datasets?

Yes [ ]  No [ ]

If yes, please provide details within the project outline below, and indicate this in the ‘Area(s) of expertise’ for the supervisory team above.

**Please provide a project title that can be understood by a non-specialist.**

Title:

**Please provide a one page project outline for inclusion in the Portfolio. A maximum of 5 references should be given.**

**Background:**

**Aims/Objectives:**

**Methods:**

**Timeline (if applicable):**

**References:**

1. …
2. …
3. …
4. …
5. …

The Institute publishes a project portfolio which is permanently sited on the GOSICH website and aimed at self-funded/sponsored students wishing to study for a PhD at GOSICH. Applications from these students will be passed to PIs for consideration in the usual way, and appointments will be subject to approval by the Postgraduate Tutor.

The portfolio will comprise: (i) projects that have been submitted to the CHR PhD Studentship scheme, but not selected by successful students, and (ii) project outlines submitted to us independently throughout the year. Project proposals which are being submitted for the CHR 2021/22 portfolio may also be included, except that these will be transferred to the CHR portfolio during the CHR recruitment and selection period, i.e. September-November.

**If you wish your project to be included in the GOSICH Unfunded Project Portfolio which is aimed at self-funding and externally sponsored students, please tick here:** [ ]

**Acceptance of conditions**

I confirm that this project outline is submitted in accordance with the Terms and Conditions above:

Signature of Primary Supervisor: Date:

Signature of Subsidiary supervisor: Date:

Signature of Head of Section:

**When completed send one copy of the application form (with e-signatures), plus a copy of the supervisors’ brief CVs, by email to** **ICH.chratapps@ucl.ac.uk****.**