

# UCL Research Opportunity Scholarship (UCL-ROS) Nomination Guidance and Process 2024/25

## Background

Each year the Student Funding Office (SFO) and Equality, Diversity, and Inclusion (EDI) Team confirm scholarship criteria and target groups (using data from EDI).

UCL-ROS is advertised here: <https://www.ucl.ac.uk/scholarships/ucl-research-opportunity-scholarship>

The [Windsor Fellowship](#) (WF) advertises ROS on its webpages and social media channels.

## Advertising and Communication

Our aim is to have a broader application pool to previous years. To achieve this, we have now changed the scholarship eligibility, so this scholarship is open to all UCL faculties. This means the UCL-ROS scholarship can be promoted year-round. We would like the UCL-ROS to be advertised on various platforms such as:

- A web link from your UCL department/faculty web to the UCL-ROS web page
- Promotion on various applicable social media platforms such as X (formerly Twitter), Facebook, Instagram etc. Please contact your localised Communication team for further advice. Use the relevant X (formerly Twitter) handles such as @UCLfunding, @Windsor-Fellows
- If you have events aimed at prospective postgraduate research students, please inform them of this funding opportunity. Furthermore, should you wish to have us attend events to help with the promotion, please email: [SFOstaffenquiries@ucl.ac.uk](mailto:SFOstaffenquiries@ucl.ac.uk).

## Awards

There are 5 UCL centrally funded scholarships for 2024/25 and places will be open to all faculties across UCL. We also have 2 additional scholarships funded by specific faculties and / or departments. This way faculties and / or departments can increase the positive action scholarships available at PGR study level, if your faculty would like to fund a positive action scholarship through the UCL ROS funding award scheme please [contact us](#). Department and faculty funded scholars are still selected and awarded centrally and can also access the UCL ROS Development Programme.

The scholarships are distributed as follows: -

- 5 UCL centrally funded scholarships, please see the selection process below.
- [Department of Chemical Engineering](#) (1 H. Walter Stern Scholarship scholarship)
- [Faculty of Social and Historical Sciences](#) (1 SHS scholarship)

Eligibility criteria can be found on the [webpage](#).

## Nominating units

Units (faculties, departments, divisions, institutes) eligible to nominate have been informed accordingly. The current list of nominating units can be found [here](#).

## Process

1. Prospective and current students can apply. Prospective applicants must first submit a complete application for admission onto a research degree programme by the specified deadline. Scholarship applicants will put themselves forward to their department contacts as detailed above no later than 12<sup>th</sup> January 2024, by submitting a 'ROS cover sheet'. The link to the 'ROS cover sheet' can be found on the ROS webpage, here: <https://www.ucl.ac.uk/scholarships/ucl-research-opportunity-scholarship>.
2. Each department can nominate one candidate for the Research Opportunity Scholarship. If the department supports a candidate's application, please make your nomination using this [form](#) and include a copy of the candidates 'ROS – cover sheet'. The nomination form should be completed by 26<sup>th</sup> January 2024.

### ***Please note:***

- I. Nominated candidates are expected to be offered admission to that department by the time of the selection meeting in early March.*
  - II. If a student is awarded the ROS and bench fees are applicable, the bench fees must be paid by the faculty/department and not charged to the student.*
3. Nominated candidates will be contacted by the Student Funding Office to complete a UCL Research Scholarship (ROS) Application form. The application form will require a personal statement and include questions about the candidate's financial situation. The deadline to return the application form to SFO will be 12<sup>th</sup> February 2024.
  4. The selection panel is held in early March. This consists of a UCL EDI representative, Windsor Fellowship representative, and SFO representative. The panel makes their decision based on a matrix scoring of the financial need assessment score and the personal statement of the candidates. They will also give weighting to applications from the faculties showing the lowest representation of BAME PGR students (this data is provided by the EDI team).
  5. SFO notify the scholarship awardees of the outcome of their application in early April. Additional financial need checks are carried out before the final award agreement is sent out. SFO will then notify nominating units of the outcome.
  6. The department is expected to setup a PTAE code and provide this to the Student Funding Office so that payments can be made for the research allowance. This should be done no later than August and before the start of the new academic year. This PTAE should be used for all PGR scholarship awards.

7. Conference costs are capped at £1000 for the duration of a student's studies. 100% of the conference costs should be paid by the department, 50% can then be reclaimed from the Equality, Diversity, and Inclusion Team.

Please contact us at [sfstaffenquiries@ucl.ac.uk](mailto:sfstaffenquiries@ucl.ac.uk) for more information.