



Eligibility Criteria and Guidance Notes for Applicants for the Faculty of Arts (Schools of Cultures, Languages and Area Studies; English and Humanities) Master's Scholarships, 2022 entry

Closing date for submission: noon Tuesday 3 May 2022

Eligibility criteria

1. Applicants for funding must, by the funding application deadline, hold either a conditional or unconditional offer of a place to study an on-site MA, MRes or MSc in one of the Faculty's Departments/Schools listed below, starting September 2022.
2. Applicants also must have provided one academic reference in support of their application to study by the funding application deadline.
3. Applicants may have Home and International tuition fee status.
4. The award pays a stipend and covers the equivalent of Home tuition fees for one year full-time or two year's part-time (subject to satisfactory progress). Successful applicants with an International fee status will be required to pay the difference between the Home level and the International level of fee tuition fees.
5. The Faculty's Schools and Departments are:
 - a. School of Cultures, Languages and Area Studies (CLAS), consisting of the Departments of American and Canadian Studies (ACS); Cultural, Media and Visual Studies (CMVS); Modern Languages and Cultures (MLC)
 - b. School of English
 - c. School of Humanities, consisting of the Departments of Classics and Archaeology (CA); History; Music; Philosophy; Theology and Religious Studies (TRS)

Guidance notes for applicants

Please do not attempt to complete the application form until you have read these guidance notes. There is a lot of information so it is important that you allow yourself sufficient time to read these notes and to complete the form.

All sections of the form must be word-processed using **Arial font no smaller than size 11**.

Completing the application form

Question 1: Contact details

Please ensure these questions are answered fully.

Please ensure that you give the application ID for the online application you have made for a place to study at the University of Nottingham.

Please keep us informed of any change in contact details.

Question 2: Your course of study

Please give the name of the School and where relevant the Department in which you intend to study; the name and qualification of the degree and if known the proposed supervisor of your dissertation or Course Director.

Question 4: Career in Higher Education

Please provide details of the institutions you have attended (or are attending), the courses you have taken (or are taking). You should enter only **one** undergraduate and **one** postgraduate degree as applicable. If you have other qualifications, please provide details of the one most relevant to this application in the other degree space (this may not be the most recent qualification).

Please note that if your undergraduate degree was completed outside the UK, tell us the name of your qualification in the **original language** (e.g. Maîtrise, doctoral), and **not the English equivalent**.

Question 5: Professional Experience

Please provide information about any employment, work or professional experience *only if it is relevant* to your proposed study.

Question 6: Your case for support

This section plays a key part in the assessment of your application. We recommend that you discuss the content of this section with the proposed supervisor of your programme of study or dissertation (if known) or the course Director. The assessors are looking for evidence of high quality and strong potential for postgraduate study. Enthusiasm and interest are important, but panel members are interested in:

- evidence of intellectual purpose;
- details about your reasons for, and approach towards, undertaking your proposed study;
- a good awareness of the field of study in which you intend to specialise.

You need to present your case clearly and concisely. Bear in mind that this is a tough competition. Set out as clearly as you can the study you intend to undertake. You must keep to the limit of 1 A4 side. If you exceed the one A4 side limit your application will be made ineligible as this would be an unfair advantage over other applicants.

The expectation is that you will proceed to a course of doctoral study. You should therefore say why you wish to proceed to doctoral study and include an indication of the likely focus of your doctoral studies. They do not guarantee subsequent doctoral funding, for which a separate application must be made.

If you have had a career change, it would be helpful to the assessors to say why you wish to pursue this new direction and provide any relevant information.

Section A is to be completed by all applicants and covers your preparation and previous experience

You should give a **brief** indication of any previous experience or preparation that is relevant to your proposed study. For example, any modules you have taken as part of your undergraduate degree that are particularly relevant. **This should not be an exhaustive list**, but a summary which demonstrates to the assessors that you are appropriately prepared to undertake your proposed course.

You should also include preparation that is additional to the formal undergraduate qualifications you have already listed. For example, if you have additional degrees or qualifications that you have not mentioned elsewhere on the form and these are relevant training and preparation, please include them, for example a PGCE. If you are aware of further training you will require to enable you to complete your studies, for example language skills or ICT training, please include it in this section. The fact that you need further training will not be regarded by the assessors as a sign of weakness. You will need to demonstrate clearly why Nottingham is the best environment for your developing research; for example, if there are there Research Institutes or Centres in the Faculty's Schools and Departments that have a particularly good fit with your research, please name them.

Section B is to be completed if you are applying for a Master's by Research

You should give a brief synopsis of your proposed research project. We recommend that you discuss this section with your supervisor or tutor, asking him/her to comment on a draft. How you make your case for support is crucial, so you should use clear and concise language, avoiding jargon. Bear in mind that the assessor might not be an expert in your particular specialist field. The main thrust of this section should be the research problems or questions you intend to address. These should be clearly defined in your proposal. You should describe:

- the research problem or question you intend to address
- the research context in which those problems or questions are located. In describing the context, you should refer to the current state of knowledge and any recent debate on the subject
- the particular contribution to knowledge and understanding in this area that you hope to make. You should explain why the work is important. The fact that an area has not been studied previously is not, in itself, a case for the work to be supported. We are also seeking a description of relevance beyond the development of your own skills or experience, for example wider contribution to the field.
- the methods and critical approaches that you plan to use to address the problems or questions you have set. We don't just need to know what you are going to work on, we need to know how you plan to go about it.
- the sources that you will use, if appropriate. You will need to state where these sources and materials are located and how these will be accessed. For example, if you are undertaking an archaeological project, do you need a permit to access a particular site and how will this be obtained? It is sometimes helpful to include alternative strategies or approaches if you are aware that problems might arise.
- you should say, as far as you can, how the project will develop over the period of the award.
- You should say how this degree will prepare you for PhD study.

Section C is to be completed if you are applying for a taught MA and asks you to explain the course or programme of study you will be undertaking, including your dissertation

If you are pursuing a taught course, you should briefly describe the **individual pathway** you intend to pursue through it, the subjects and topics you will be studying, and the proportion of time you will spend on each of them. **You should not simply copy the structure of your course from the prospectus.** Remember, the assessors are interested in your reasons for taking this course; they do not need general information on the course structure. Please indicate how this degree will prepare you for PhD study.

You should identify your dissertation topic, showing that you are aware of the current state of knowledge and how the research will be pursued. In describing your dissertation, you may find it helpful to read the points above about the 'research project'. Please note, however, that you are not required at this stage to have a fully worked-out plan for your dissertation. You should include any problems you foresee and say how these will be overcome.

Where there is a significant overlap between your undergraduate dissertation (if you completed one) and your proposed dissertation or research programme, you should demonstrate clearly how the project goes beyond your undergraduate work. The added value of continuing research in the area needs to be demonstrated.