

**Hardiman Applicant’s Guide**

* These PhD scholarships offer opportunities for suitably qualified applicants to pursue a Structured PhD focused on the five key [areas of research](https://www.universityofgalway.ie/our-research/listings/) in which the University offers leading expertise.
* Scholarships will be awarded only to those who are admitted to full-time structured PhDs in the University of Galway.
* Applications will **not** be accepted from persons currently registered as PhD students or who previously were awarded a PhD
* Applications will be accepted in the English or the Irish language only.

 **Step 1:**

1. **Applicants must nominate one PhD supervisor at University of Galway**.
2. Applicants will find potential PhD supervisors listed [here](https://www.universityofgalway.ie/findasupervisor/).
3. Applicants must contact potential supervisors and discuss PhD research plans.

**Step 2:** **Application**

1. A complete Hardiman **scholarship application** requires completion of the application form, the supervisor form and two academic reference forms. Non-adherence to the word count or page limit may result in the application or part of it, not being assessed.

2. For Hardiman 2024, at least one Hardiman PhD Scholarship will be awarded to a candidate with a disability who meets the determining criterion.  “*The determining criterion in awarding a Hardiman PhD Scholarship shall be the quality of the applicant* “

Applicants who have confirmed, by *ticking ‘Yes’* on their Hardiman application form, that they wish to be considered for this Hardiman PhD Scholarship, **are required to provide verification of their disability**, as part of the Hardiman PhD Scholarship application process, and **must submit this by email to** hrscholar@universityofgalway.ie **by** **17:00 (Irish Time) Friday, 9th February 2024**. For further information please refer to question 10.2 in the Hardiman PhD Scholarship application form.

3. Applications will not be assessed if they are **late**.

4. Applications will not be assessed if they are ‘**incomplete**’.

An application is deemed ‘**incomplete**’ when there is;

1. No application form, **or** an incomplete application form is received
2. When two academic reference forms are not supplied
3. When the completed supervisor form is not supplied.
4. The first application submitted to hrscholar@universityofgalway.ie is **final**. There can be no re-submission, or changes after your submission.

**Step 3:** **University of Galway Supervisor Form**1. A completed supervisor form is required to confirm supervision, should you be successful in the current Hardiman PhD scholarship competition.

2. The applicant completes **Section A**, of the University of Galway Supervisor Form and provides it to the proposed supervisor.

3. The applicant’s proposed supervisor should complete **Section B** of the University of Galway Supervisor Form.

4. The proposed supervisor must submit the ‘University of Galway Supervisor Form’ to hrscholar@universityofgalway.ie by the closing date, which is **17:00 (Irish Time)** **Friday, 9th February 2024**.

**Step 4:** **Academic References**1. Two academic reference forms are required that indicate your academic suitability and potential to undertake the PhD.

2. The applicant must have the consent of any proposed academic referee before adding their details to the Hardiman PhD Scholarship application form

3. The applicant completes **Section A**, in the **two copies** of the Academic Reference Form and provides these to their referees.

4. References from any proposed supervisor will not be accepted.

5. Each of your referees should complete **Section B** of the Academic Reference Form.

6. The referees must submit the completed ‘Academic Reference Form’ to hrscholar@universityofgalway.ie by the closing date, which is **17:00 (Irish Time)** **Friday, 9th February 2024**.

7. References are supplied confidentially.

**Hardiman PhD Scholarships**Graduate Studies Office will collect, use and share personal data provided in the Hardiman PhD Scholarship Application for the purposes of:
1) Application processing for Hardiman PhD Scholarship competition

2) To decide who is awarded scholarships

3) To ensure awardees receive scholarship payments, to track academic progress and to monitor career progression.

All personal data held by University of Galway is held in line with University of Galway’s policies and procedures.

*It is the* ***applicant’s responsibility*** *to ensure that the application form, the completed supervisor form and the two academic references are submitted by the deadline for the scholarships.*

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| The **closing date** for receipt of scholarship applications is **17:00 (Irish Time) Friday, 9th February 2024**to hrscholar@universityofgalway.ie  |