



UCD CSC Scholarship Scheme

Guidelines for Applicants



Find a Potential Supervisor

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Step 1

Step 2

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Step 7

The first step in your applying to UCD is to find an academic member of staff who is willing to be your supervisor should you be successful in the competition

Please find some UCD links to help you to find the most appropriate person:

- [UCD Graduate Studies Course finder](#) link and find the research programme that best matches your skills and qualifications.
- [Find a Researcher](#) link facility. Here you can input a keyword associated with your preferred area of research and find a researcher working in that area
- [What We Research](#) link page to view the strategic research priorities of UCD
- [UCD Schools webpages](#) link to view the research being undertaken and the academic members of staff working in each area

Contact a Potential Supervisor

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Once you've identified a potential supervisor, you should make contact by email. Always customise the email to the specific person. Here are some items to include in your initial contact email.

- Your name
- Academic background
- Any academic awards or highlights
- Research experience
- Why you wish to enter doctoral studies
- Why the academic member of staff's area of research will match with your research goals (cite the academic's publications)
- A research proposal, if appropriate



Online Application

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Once you have the agreement of an academic member of staff to support your application you should formally apply to the UCD Scholarship Scheme via www.ucd.ie/apply choosing UCD CSC Scholarship Scheme (TX01) . The online application system for this scheme is open from the 1st November to the 31st January

- Click blue button 'Apply to UCD'
- Choose 'Course Finder'
- Choose UCD Chinese Scholarship Scheme (TX01)
- Press the 'apply' button

***Please note that there is NO application Fee associated with this scheme**

You will be asked to complete an application form with contact details etc and asked upload the following support documentation

- Academic transcript(s);
- Proof of English language level i.e. IELTS, TOEFL etc.;
- Degree certificate(s);
- Two academic references;
- Research Proposal.

****Original hardcopies will be required for verification purposes for successful applicants prior to registration to UCD.**



Assessment of your Application at UCD-1

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To determine your suitability to take a place on your chosen PhD programme your application will be reviewed by the relevant UCD School Graduate Committee.

Your application will be assessed on the basis of your academic qualifications including English language proficiency and the alignment of the proposed research with the Schools academic strategy. This can take 4-6 weeks.



Assessment of your Application at UCD-2

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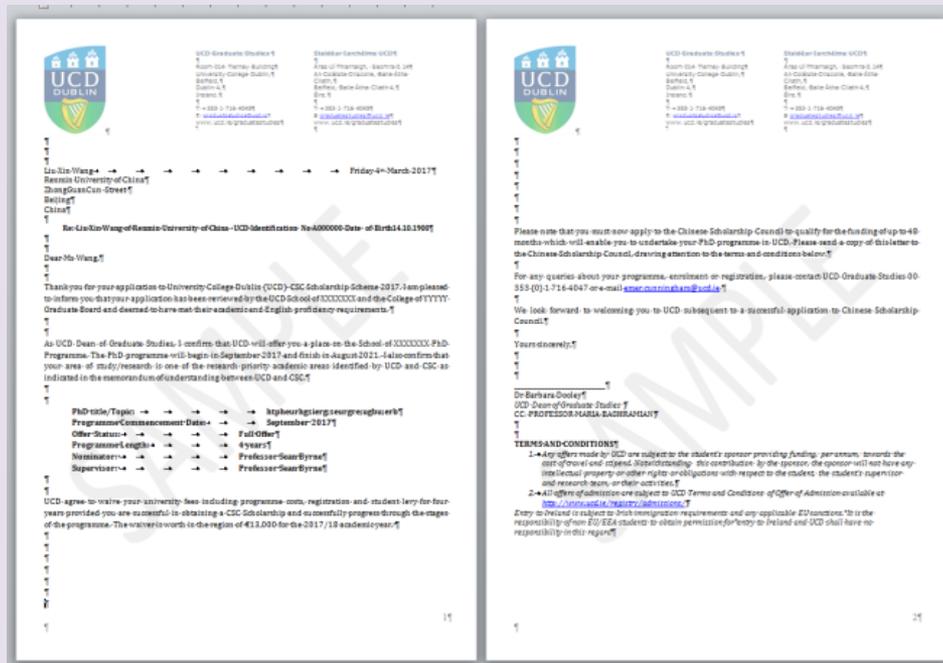
Step 4

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Step 7

If you are accepted by UCD then you will receive an offer letter which you can use for your application to the CSC. The offer letter will be emailed to you as a PDF, normally in the first week in March



Application to CSC

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The Chinese Scholarship Council is open for applications to their joint programme from mid March

If you have an offer from UCD you can apply to the Chinese Scholarship Council.

Candidates must complete the CSC Application Form and the CSC Employer Reference Form at <http://apply.csc.edu.cn/>

Please choose the *'Joint Programme Channel'* not the *'individual channel'*.



Results of CSC Assessment

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- It is the responsibility of the applicant to check the status of their application on the CSC website-using their unique username and password. The CSC results are released towards the end of May.
- If you are successful, your student-status will change to 'SUCCESS'. At the same time, you will receive official documents including the scholarship agreement and certificate from the CSC.
- It is essential that you sign the CSC scholarship agreement and post it back to CSC promptly
- The Chinese Embassy in Ireland will contact the successful applicants taking up a PhD position in Irish universities. All PhD students and research visitors need to register with the Education Section of the Embassy in person.
- The Embassy will manage the stipend and transfer funds to the student's account every 3 months



If successful with UCD and CSC

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Step 1

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If you are successful then you should:

- Apply for a student visa- UCD Graduate Studies will supply you with a scanned offer letter that has been signed by the Dean of Graduate Studies and can be used for your visa application
- Connect with other UCD CSC Students, the UCD QQ no. for UCD-CSC Ireland is **113010773**
- Check with UCD China office in Beijing (chinaoffice@ucd.ie) for Information on Pre-departure information sessions
- The Chinese Embassy in Dublin will contact you regarding your stipend.



Starting at UCD

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Step 8

- Normally students begin their PhD programme in September but in certain cases, with the permission of the CSC, you can start in January or May
- Students confirm registration to UCD online in August
<http://www.ucd.ie/students/registration.html>
- There is an Orientation for Research Students which is very helpful to students new to UCD. If you cannot go to this, the sessions are recorded and hosted on Brightspace (VLE).
- There will be welcome events from UCD Global to help you meet other students in September

