



Potential Supervisors' Project Bid Form Guidance: 2024-25 start

The St George's PhD studentships for 2024-25 will be advertised in December 2023 for the second round of studentships.

Details about studentship funding available

The St George's, University of London PhD programme offers up to 4 studentships per year, each studentship has a 3-year duration.

Each studentship will provide a tax-free stipend, payment of tuition fees at the UK ('Home') fee rate, (at [UKRI standard rates](#)), and a research allowance of £7,000. At the time an application is submitted to a UK Higher Education Institution (university) a fee status assessment will be done, based on regulations set out by the UK Government. Each applicant will be determined as a 'Home' or 'Overseas' applicant, based on the assessment. Further information on the regulations used can be found on the UKCISA website. A student whose fee status is determined as 'overseas' (because they do not meet nationality and/or residency requirements to be classified as a UK 'Home' student) will be required to cover the difference between the tuition fee rate and the institutional 'Overseas' tuition fee rate from other sources of funding (e.g. alternative scholarship or bursary). This is likely to be an annual cost of approximately GBP £15,000 – GBP £20,000 for full-time students. Awardees may not use their stipend or the research and training support budget to top-up fees.

Please note that although clinically qualified candidates are eligible to apply for these awards, they are designed for non-clinical research and the stipend payable will be fixed at the current minimum non-clinical MRC Studentship rate. Projects that require the applicant to be clinically qualified are not suitable.

Project/Supervisor eligibility criteria

- Lead supervisor needs to be a PI (or co-PI) on external grants totalling > £100,000 allocated to St. George's. Grants must continue at least 1 year after the student is expected to register.
- You are expected to have applied for MRC LID as 1st or 2nd supervisor if the research area of this application aligns with MRC themes. *Please note that the project submitted to SGUL should be different from MRC LID submission.*
- All supervisors expected to complete supervisory training prior to the project bid submission deadline.
- Lead supervisor should not currently hold a SGUL studentship.

Projects & Skills

Prospective students will apply to carry out their PhD research on a particular project, which they will select from a list of projects put forward by potential supervisors.

Training requirements

Project bids submitted will not be considered where staff have not attended the required training prior to the project bid submission deadline.

Supervisory team composition

It is a requirement of this scholarship scheme that each student has both a first supervisor and second supervisor. Please provide details of both on the project bid form. No more than three supervisors should be named for any project.

Staff may only be listed as a supervisor for a limited number of projects.

Supervisor 1 – staff may be named as primary supervisor for one project only.

Supervisor 2 – staff may be named as second supervisor for one project (or named as second supervisor for two projects, where they are not submitting any project proposal as primary supervisor).

Supervisor 3 – staff may be named up to twice as third supervisor, and only where this would provide experienced supervisory support for less experienced teams.

An inexperienced member of staff who does not yet hold an SGUL Licence to Supervise can submit a project proposal, but a more experienced supervisor will need to take the role of Lead Supervisor until the student transfers to PhD (and the RDC determines whether the supervisory team roles can change at that time). The experienced staff member in the team cannot be (a) someone who is Lead Supervisor for a 2023-24 awardee or (b) someone who has submitted a separate bid as Lead Supervisor.

Each project submitted must meet the necessary institutional policy for the composition of research degree supervisory teams, comprising staff with the necessary experience and who have undertaken required institutional training. **Project proposals from ineligible supervisory teams (e.g. teams with inadequate experience and/or teams with supervisors who are already at institutional capacity) will not be considered.** For any queries regarding this please contact the Graduate School.

The details you provide on the project bid form will be used to check the suitability of your proposed project, your supervisory experience, your research activity and your capacity to effectively supervise a student over the next 3 years FTE. After your bid has been submitted it will be passed to the St George's PhD Studentship Steering Group who will review and shortlist the projects.

As the number of potential projects will exceed the number of studentships available, the final decision (by the St George's PhD Studentship Steering Group) will be based on selecting the students with most potential.

If you would like to submit a project proposal for a St George's studentship to start in September 2024 are invited to complete this project submission form and to submit it to stgeorgesphd@sgul.ac.uk by **23:59 (BST) on 18th October 2023**.

Supervisor responsibilities

St George's expects all supervisors to participate actively in our EDI strategy (e.g. through respectful engagement with applicants; consideration made in application reviews, etc).

Supervisors are required to meet institutional regulations and policies regarding student supervision. These responsibilities are taken very seriously and failure to meet them could result in supervisors being ineligible for any further studentship funding.

Supervisors must be able to support all costs of the PhD project over and above a minimal contribution to training and the student's research.

Any changes to project or supervisor must be approved by the St George's PhD Studentship Steering Group.

By submitting a project bid, all supervisors are agreeing to these conditions.

Project assessment

Questions the St George's PhD Studentship Steering Group and Research Degrees Committee will consider when assessing this project bid:

- Is the lead supervisor a PI or co-PI on external grants totalling > £100,000 allocated to St. George's and will the grants continue at least 1 year after studentship start date?
- Has the supervisor applied for MRC LID (if the research area of the application aligns with MRC LID themes)?
- Has every member of the supervisory team undertaken mandatory training for this programme?
- Do the supervisor and associate/co-supervisor meet the eligibility requirements to supervise PhD students? Supervisors should check the SGUL policy with the Graduate School
- Do the supervisors currently supervise fewer students than the expected maximum?
- Is there sufficient funding in place (external to the studentship allowances) to support a student's research project?
- Does the project look feasible and productive within the time constraints of a PhD (based on the scientific description provided)?
- Does the project offer the potential for high quality PhD training?

The decision of the SGUL PhD Studentship Steering Group is final and non-negotiable.

2024-25 St George's PhD Studentship Recruitment Timetable

ACTION	PROVISIONAL DUE DATE
Supervisor project call sent out	Friday 22 nd September 2023
Supervisor project bids submitted	23:59 on Wednesday 18 th October 2023
Projects collated by Graduate School	Wednesday 25 th October 2023
Projects sent to Steering Group for shortlisting	Thursday 26 th October 2023
Shortlisted projects sent to Graduate School for inclusion in RDC agenda	Wednesday 8 th November 2023 (to go RDC on Tuesday 14 th November 2023, meeting will need to be longer)
RDC checks and approves/rejects projects	Tuesday 14 th November 2023

Graduate School informs successful supervisory team and follows up with any additional actions required by the RDC	Friday 24 th November 2023
Projects to be advertised on website and FindaPhD	Monday 4 th December 2023
Graduate School to organise open evening	W/C 8 th January 2023
Application deadline	23:59 on Tuesday 23 rd January 2024
Graduate School to process applications (including references) and send on to supervisory team for scoring	Friday 2 nd February 2024
Supervisory teams to return scores to Graduate School	Friday 16 th February 2024
Graduate School to send applications and supervisor scores to Steering Group for short listing	Wednesday 21 st February 2024
Steering Group to meet to shortlist applications for interview and communicate decision to Graduate School	TBC by Doodle Poll (approx. w/c Monday 11 th March)
Graduate School contacts unsuccessful applicants to let them know they haven't been shortlisted	Monday 18 th March 2024
Graduate School invites successful applicants to online interviews	Monday 18 th March 2024
Graduate School informed of interview outcomes	Monday 15 th April 2024
Graduate School contacts unsuccessful applicants to let them know	Friday 19 th April 2024
Graduate School makes informal offer to successful applicants by email	Friday 19 th April 2024

Once candidates have accepted informally, formal offer letter to be sent out	Friday 26 th April 2024
In conjunction with the offer letters, supervisory teams are requested to submit Form A in order to get finance sorted in advance of start date of 01 October 2024	Friday 9 th May 2024

In January applications from prospective students will be sent out electronically to supervisors for consideration, ranking and feedback. If project supervisors are not going to be available, or do not have internet access to review and assess applications, they should nominate a colleague to cover this, and should advise the St George's PhD Studentship Steering Group of this, particularly as the turnaround times are tight.