

## Step-by-step guide for applicants who want to be considered for a UoE scholarship at the Moray House Graduate School of Education and Sport

As part of this process, you must:

- **Apply for a PhD** at the Moray House School of Education through the University of Edinburgh Degree Finder page here: <http://www.ed.ac.uk/studying/postgraduate/degrees/index.php?r=site/view&id=328>
- **Complete a separate online scholarship application** form. Please note you will not be able to access the online application form unless you have applied for admission to the University of Edinburgh. The online scholarship application form is located in EUCLID and can be accessed via MyEd our web based information portal at <https://www.myed.ed.ac.uk>. When logging in to MyEd, you will need your University User Name and password. If you require assistance, please go to <http://www.ed.ac.uk/student-systems/support-guidance>.
- In addition to the above, we ask all scholarship candidates to fill in the '**Moray House Scholarship Proposal and Application Form**', and submit it *as their proposal document* in both of the above applications (see details below).

The **deadline** for submission of all applications and forms is **Friday 1st February 2019 for the PCDS, CRA and EGRS** competitions. Please also note that when submitting your PhD application, you should upload two references and evidence of your academic qualifications. A final decision on your application may be delayed or not be possible if your application is incomplete on the submission deadline.

Please read carefully the following **step-by-step guide** below before you start your application:

1. Check carefully the different scholarship schemes available in our School and their associated guidance through the links provided [on this page](#). Applicants are encouraged to apply for as many scholarship schemes as they wish, providing they are eligible.
2. Check our School's [FAQs page](#) to ensure that you meet the minimum requirements for PhD studies and that you are eligible to apply for a PhD with us.
3. Identify if your proposal falls under one of our research clusters. A list of our research clusters and areas of expertise can be seen at the relevant section on this [page](#). For exceptional applicants we *may* consider a topic that does not fall under one of our research clusters, but only if strong research expertise of current staff is identified in the proposal (see next point).
4. Identify at least one and up to three staff members with strong research expertise in your proposed area of study. Our full list of supervisors and the topics they are prepared to supervise is shown [here](#). Applicants are encouraged to approach directly a staff member with strong expertise in their proposed area in order to discuss their proposal informally before the submission of their application. Please do **NOT** contact several members of staff at the same time with generic enquiries. When approaching a potential supervisor, you should normally send **only** a brief proposal (up to 5 pages) and a short e-mail, without other files or documents in the first instance.

5. Prepare your proposal using our '**Moray House Scholarship Proposal and Application Form**' (available on our [webpage](#)). Please make sure you fill in all the sections as accurately as possible.
  
6. When your application is ready for submission, go to the University of Edinburgh degree finder [page](#) to submit your application and obtain your unique applicant number (UUN).
  
7. Submit a separate online scholarship application form (see second bullet point at the start of this document).

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