**FULL-TIME MASTER’S SCHOLARSHIP APPLICATION FORM: 2024**

**CLOSING DATE FOR APPLICATIONS: Friday, 22 September at 23h59**

Incomplete, hand-written and/or late applications will not be considered.

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| **SECTION A: PERSONAL DETAILS OF APPLICANT** |
| Stellenbosch University **student number or APP number** (if available) |  |
| **Title** (Mr, Mrs, Miss) |  |
| **Surname** (Family name) |  |
| **First names** in full |  |
| **Surname at birth** (maiden name) |  |
| **Nationality** |  |
| **ID / Passport number** |  |
| **Date of birth** |  |
| **Gender** |  |
| **Disability** (if any, please specify) |  |
| **Marital status** |  |
| **Number of dependents** |  |
| **Current employment**  | Position held |  |
| Full-time; part-time; other |  |
| Notice period |  |
| **Particulars about Master’s degree** | Name of institution |  |
| Degree and programme |  |
| Year of first registration |  |
| Date completed/expected date of completion\* |  |
| **\*Please note**: Applicants that are registered for, but have not yet been awarded their Honours degree, can apply if a letter provided from their academic department to indicate that their final mark will be available by January 2024 at the latest. A candidate whose final mark is not available by this date will not be able to take part in the AGCAE programme. |
| **Available for full-time study from January 2024?** |  |
| **Have you applied for this scholarship before?** |  |
| **Have you had contact with academic staff at Stellenbosch regarding your application (if yes, provide the name of the academic)?**  |  |
| **Other scholarships, stipends or grants** (Applied for or awarded for 2023/24) Please provide full details, including amounts, conditions and dates awarded. | Grant type |  |
| Amount |  |
| Awarded |  |

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| **SECTION B: CONTACT DETAILS** |
| **Telephone** (code and numbers) |  |
| **Mobile phone** (code and numbers) |  |
| **E-mail address** |  |
| **Residential address** |  |
| **Postal address** |  |
| **SECTION C: SHORTENED CURRICULUM VITAE AND REFEREES** |
| **PREVIOUS QUALIFICATIONS**: Please list all qualifications in chronological order (earliest to latest) |
| **Qualification** (Degree & programme) | **Name of Institution** | **Date of graduation** (month/year) | **Language of instruction/dissertation** |
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| **Employment history** | **Name of employer** | **Position held** | **Start and end date** |
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| **Awards and achievements**  |   |
| **Please provide full references for your last 5 publications** (where applicable) |  |
| **REFERENCES:** Provide 3 academic references, one of which must be supervisor of Honours degree |
|  | **Full name and title** | **Institution** | **Position** | **Relationship to applicant** | **Contact details** (Phone & email) |
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| **Please request your referees to submit reference letters that testify on your potential to complete a doctoral study programme, directly to the Graduate School Office by e-mail to** **GEM@sun.ac.za** **Reference letters need to be submitted by Friday, 22 September 2023 at 23h59.** |
| **SECTION D: MOTIVATIONAL LETTER** |
| Write a **letter motivating your suitability for this scholarship** and indicate any information that you feel is important below. (Maximum length: one page) |
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| **SECTION E: CONCEPT NOTE ON PROPOSED RESEARCH TOPIC** |
| Provide a brief outline of your proposed approach to the research topic for which you would like to apply. Please select a topic that fits within the available research areas per department which are provided on the GEM website: <http://www.sun.ac.za/english/faculty/economy/gem/research-themes>  |
| **RESEARCH TOPIC:** |
| **Research theme** | **[Example:** *Theme 1: Support***] If your proposal falls outside the available research themes, please provide a reason for selecting the topic.**  |
| **Working title** |  |
| **Reasons for selecting this topic** and **previous experience** in this field |  |
| **RESEARCH PROPOSAL:** Please provide a concept note below. There is no maximum word length. **See Appendix A for concept note guidelines**. |
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| **SECTION F: ATTACHMENTS AND DECLARATION** |
| **The following documents should be included with your application**.Applications which are incomplete or where documentation is missing will not be considered. |
| **1** | **Academic records** | Full particulars of ALL previous and current tertiary studies. **Please submit certified copies of diploma/degree certificates AND official study records (transcripts)**. Please note that academic records from student portals will not be acceptable.  |
| **2** | **ID or Passport** | Please include a certified copy of your ID (South African) or passport (international) photo page. |
| **3** | **Competency in English** | Applicants either need to provide proof that they have obtained their qualifications from tertiary institutions where English is the language of instruction, or proof of [English Language proficiency](http://www.sun.ac.za/english/pgstudies/Pages/English-language-proficiency-requirements.aspx). This evidence must accompany your application and must not be older than 24 months from the date of application. |
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| **Declaration** | I declare herewith that this submission is my own work.  |
| **Signature** |  |
| **Date completed** |  |

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| **APPLICATION INFORMATION** |
| **Closing date for applications: Friday, 22 September at 23h59**No hand-written; late or incomplete applications will be considered. |
| **Application forms and supporting documents:*** Please complete sections A – F on this application form.
* Your shortened CV; motivational letter; and research concept note (sections C, D and E) should **not** be sent as separate attachments/documents.
* The only supporting documents that need to accompany your application form are those listed in section F: (1) academic records (certified certificates and transcripts); (2) certified copy of ID or passport; and (3) evidence of competency in English.
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| **Submission of application:**Completed and signed application form + supporting documents listed in section F should be submitted to the Graduate School Office via email (GEM@sun.ac.za) by Friday, 22 September by 23h59. |
| **References:**Please remind your three academic references that their reference letters need to be emailed (GEM@sun.ac.za) to us by the closing date (Friday, 22 September by 23h59). |

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| **APPENDIX A: Guidelines to preparing a concept note** |
| A good concept note does not have to be a lengthy document to address the essential points relevant to a research study. Although there is no page limit, a three-to-five-page concept note (excluding references) should be sufficient in most cases. A guideline to the basic elements that can be included in a concept note is provided below. |
| 1. The preliminary **literature review**:
	* Provides the theoretical and applied background through a review of the academic literature relevant to the proposed study.
	* Cites the key publications relevant to the proposed topic.
2. The **research** **problem and objectives**:
	* The literature review should lead to a problem statement that outlines an argument to justify the need for the study.
	* This need is addressed by the **research objective or research question**, which formulates the main goal of the study.
	* It is advisable to have one overarching (primary) objectivethat the study sets out to achieve, which can then broken down into two or three specific (secondary) research objectives.
3. The **research design and methodology**:
	* **Data**: Quantitative, qualitative or both. The data must align with your research objective(s).
	* **Method(s) for collecting data**: Will the study use primary or secondary data sources (or both)? The data needs to be accessible and there needs to be a limit on the data you are going to collect. The data also need to be reliable and valid.
	* **Method(s) for analysing data**: What methodologies can be used to extract meaning out of your data to address your research objective(s)?
4. **Potential contribution**:
	* What is the potential theoretical (academic) and applied (practice or policy) contributions of your study. The contributions need to be highlighted through a clear line of argumentation that ties back to the preliminary literature review.
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