**FULL-TIME DOCTORAL 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 Master’s degree, can apply if a letter from their Master’s supervisor is provided to indicate that their thesis will be submitted for final examination so that the 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 Graduate School 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 doctoral 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 Master’s 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 by 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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