**PhD Fellowships in the School of Law 2013/14**

**Conditions of Tenure**

1. Purpose of fellowship

Four fellowships (2 x €16,000; 1 x €10,000; 1 x €7,500) are awarded for the purpose of assisting students undertaking a fulltime PhD at the School of Law including its research centres (the Irish Centre for Human Rights, the Centre for Disability Law and Policy, the Centre for Housing Law, and the Marine Law and Ocean Policy Centre). The holder may not simultaneously register for another course.

1. Tenure

The fellowships are awarded for a period of one year, backdated in the case of this year to September 2013. Fellowships may, subject to the availability of funding thereafter and evidence of satisfactory progress on the part of the student, be renewed for another year in September 2014. Satisfactory progress is measured by the annual report of the student’s Graduate Research Committee and a letter of recommendation by the student’s supervisor. Decisions relating to renewal are made by the School of Law PhD Committee. Fellowship holders whose fellowships are renewed for a second year are expected in that year to apply for Irish Research Council funding. If a fellowship holder is successful in attaining such funding, he/she must relinquish his/her fellowship, which will then be reallocated by the School of Law PhD Committee.

1. Classification of fellowship payment

Fellowships are officially classified as ‘scholarships’ and hence do not attract tax or social insurance. Recipients are not employees of the University.

1. Conditions for payment of fellowship

In order to receive payment of the fellowship, the holder must:

1. Be accepted for admission to the Structured PhD programme in the School of Law (PAC code GYH00);
2. Have completed the due registration procedures;
3. Have paid the appropriate course fee;
4. Have furnished complete information regarding grants, scholarships, or other endowments held by him or her or for which he/she is eligible. These alternative sources of funding may be taken into account in determining the value of the fellowship;
5. Have undertaken to comply with the conditions of tenure and be resident in or near Galway.
6. Payment of fellowship

The fellowship is payable in equal instalments over twelve months (September to August).

The fellowship value is paid by Electronic Fund Transfer (EFT) directly into the fellowship holder’s bank account. The appropriate section of the award letter giving the fellowship holder’s bank account details must be completed in order to receive payment.

1. Duties of the fellowship holder

As indicated above, the purpose of the fellowship is to assist PhD students who are undertaking a PhD at the School of Law, including its research centres. The carrying out, by the holder, of the research and structured modules which are part of the Structured PhD programme is, accordingly, the primary consideration of the holder the Head of School or Director of the Centre in which he/she is a student.

However, with a view to the general academic development of the holder and in order to assist him/her in the acquisition of skills in the transfer of knowledge and the assessment of students, the holder may, within the terms of the fellowship and at the discretion of the Head of School or Director of the Centre, be given experience in teaching, associated examining and/or related duties, such as assisting in the organisation of conferences, doctoral seminars or summer schools. It should be noted, however, that this experience will not attract additional payment but is regarded as a part of the terms of the fellowship. Students in receipt of fellowships worth €16,000 may be required to contribute a maximum of 120 hours service per year to the School or Centre as per University Guidelines. The contribution of holders of fellowships worth €10,000 and €7,5000 will be adjusted pro rata accordingly.

1. Application process

Applicants must submit:

* A curriculum vitae
* Two letters of reference
* A statement of the proposed doctoral research (1,500 words), outlining the PhD topic’s central research question, intended contribution to existing scholarship and proposed methodology.

In advance of their application, applicants must also have received provisional agreement for supervision from an academic supervisor drawn from the School of Law and its Centres, if not already registered on the doctoral program. Materials must be sent to patricia.conroy@nuigalway.ie by **Monday 24 February 2014**. Applicants may be shortlisted for interview. Successful Fellowship candidates will be required to submit a full application for the full-time structured PhD program to Postgraduate Admission Centre ([www.pac.ie](http://www.pac.ie)), with the final award conditional on admission by the University.

1. Selection criteria

The School of Law PhD Committee will consider the applications on the basis of the following criteria:

* Strength of the PhD proposal
* Letters of reference
* Academic qualifications
* Potential for contribution to the School/Centre
* Supervisor’s note endorsing the application (this will be sought directly from the supervisor)
* Performance at interview