

**DCU**  
**BUSINESS**  
**SCHOOL**



Dublin City University  
Business School  
PhD Scholarship 2024/2025

---

**Guidelines for Applicants**

## Dublin City University Business School PhD Scholarship 2024/25

### Guidelines for Applicants

#### Overview

DCU Business School invites applications for a PhD scholarship. The scholarship is open to applicants who will register in Year 1 of the full-time PhD programme in DCU Business School for the 2024/2025 academic year.

Our PhD programme combines scholarly theory-building with a strong applied focus. Research scholars work under the supervision of academic experts and are an important part of DCU Business School's vibrant research community. The scholarship will allow the successful student to undertake research in one of the following academic groups:

- Work, Psychology & Strategy
- Enterprise & Innovation
- Financial & Operational Performance

Further details on the academic groups in DCU Business School, including faculty profiles, research interests and publications, are available here: <https://business.dcu.ie/academic-staff/>

#### The Scholarship

The following scholarship type will be awarded:

A scholarship with an annual stipend of €22,000 per annum (for a maximum of four years); payment of PhD fees (for a maximum of four years); and up to €5,000 to support research activity (over the four year period).

#### Eligibility Criteria

- Successful applicants are required to meet the PhD eligibility criteria of DCU (<https://www.dcu.ie/registry/making-postgraduate-research-application>). They will normally hold an honours master's degree (taught or by research). Students in the final year of a master's degree may apply.

- Applicants must have the support of a DCU Business School academic supervisor. Potential supervisors can be identified from the DCU Business School website: <https://business.dcu.ie/academic-staff/>
- **The DCU Business School Scholarship will only be awarded for full-time PhD study based at DCU for the period of the award.** Successful applicants will register in year 1 during the academic year 2024/2025.
- Applicants should indicate if they have any additional stipend or alternative external sources of funding. DCU Business School scholars on an annual stipend of €22,000 cannot normally be in receipt of a concurrent scholarship or educational grant greater than €4,000 per annum during the period of their scholarship.

The award will commence on 1<sup>st</sup> September 2024. **Please note that international applicants intending to travel to Ireland must meet the visa requirements for Ireland prior to the commencement of a scholarship. International applicants will not be able to receive scholarship payments until they have arrived in Ireland and set up a bank account and applied for a PPS number.**

### Scholarship Application Guidelines and Process

- All DCU Business School PhD Scholarship applicants are required to submit the following documentation in soft copy as a single PDF file:
  - A fully completed 2024/25 DCU Business School PhD Scholarship Application Form. Applications should be typed. Signatures from you and your proposed DCU supervisor are also required. This form includes your research proposal. For details on the requirements for the research proposal, please go to <https://business.dcu.ie/wp-content/uploads/2020/05/Writing-a-Research-Proposal-DCUBS-PhD-Scholarship-1.pdf>
  - Scanned copies of a full set of original, notarised academic transcripts of results for all years of your undergraduate and postgraduate degrees, if not completed in DCU.
  - IELTS or Duolingo Test results, if applicable.
  - Two references provided by independent referees who have knowledge of the candidate's academic and/ or other professional achievements. Note that these referees should not be the proposed supervisor.
- Applications should be submitted as a single PDF file by email to DCU Business School Research Officer, Ruth Finnegan ([dcubsresearch@dcu.ie](mailto:dcubsresearch@dcu.ie)).
- The file name should be: surname\_firstname\_DCUBS\_2024.pdf.

- Late and incomplete applications will not be accepted.
- The DCU Business School Research Officer will acknowledge receipt of applications by e-mail.
- Applicants who choose to withdraw their application after submission should inform the Research Officer by email ([dcubsresearch@dcu.ie](mailto:dcubsresearch@dcu.ie)) at their earliest convenience.
- Shortlisted applicants will be required to attend for interview in person or via zoom if necessary.
- Award of the scholarship is conditional on acceptance of a place on the PhD programme.

### Submission Dates

- Call opens on **Tuesday 7th March 2024**
- Applications must be received, in full, by **12 mid-day GMT on Monday 13th May 2024**
- Interviews will be held during the week of **Monday 24th June 2024**

### Assessment Process

- Applications will be assessed by a panel of evaluators from DCU Business School.
- Applicants will be assessed according to the specific weightings given to each of the sections of the application as follows:

APPLICATION FORM SECTION	WEIGHTING <sup>1</sup>
1. Biographical & Application Information	not applicable
2. Academic Record	
a) prior academic record	30%
b) prior relevant business or work experience	24%
c) publications	6%
3. Research Proposal	40%
4. Signature	not applicable

<sup>1</sup>Although no weighting is given to Sections 1 or 4 of the application form, these sections must be completed for the application to be considered.

## Enquiries

All enquiries about the 2024/25 DCU Business School PhD Scholarship Scheme can be directed as follows:

- Email: Ruth Finnegan, Research Officer: [dcubsresearch@dcu.ie](mailto:dcubsresearch@dcu.ie)
- Telephone: **+353 (0)1 700 8106**

## APPLICATION FORM NOTES

### Notes on Section 2: Academic Record

This section of your application is worth a total 60% of the overall assessment, reflecting the emphasis on awarding the scholarship to exceptional candidates. There are three categories within the section: qualifications, experience, and publications.

In terms of qualifications, evaluators will consider factors such as academic grades, class position and previous academic awards. If you have completed a research-based capstone module such as a dissertation, please make this clear in your application. Under work experience, evaluators will consider factors such as work or professional experience that is relevant to the focus of your research, involvement in previous research projects (e.g. research assistant work). It is not mandatory that you would have published work on applying for the scholarship but increasingly our applicants demonstrate experience in preparing research for dissemination at conferences and/or publication in academic journals. The following are also important: evidence of particular suitability for PhD research, personal motivations for pursuing a higher degree by research, and longer-term career plans. Applicants should include any information that they feel the evaluators should know which they feel would strengthen their application.

Applicants should fully complete all sections of the application form and adhere to the specified word limit.

Applicants must include a results transcript for each year of their undergraduate and master's degrees [non-DCU applicants only]. The transcripts must be original and notarised. They should be scanned, appended to, and submitted in soft copy as part of your application file.

Applications must include two references from relevant academic or professional referees.

### Notes on Section 3: Research Proposal

This section of the application is worth 40% of the overall assessment. Only projects which are well thought through, innovative and indicate good potential to make a substantial contribution to knowledge will be supported. The research proposal should be a **maximum 3000 words in length** and should address the following issues:

- The background to the proposed research, research question and objectives
- The preliminary literature review
- The research methodology to be employed
- The expected impact the research will have on theory development and practice

It may also be relevant to comment on why the applicant has chosen a particular research supervisor, and/or why they have chosen DCU Business School, to pursue the proposed research with reference to how the proposed research builds on and complements the Business School's current expertise.

Applicants should insert their research proposal into the relevant section of the application form. Proposals should include a list of relevant references to support the proposed research.

**The proposal** (excluding references) **should not exceed the word limit of 3000 words.**