

Taught Masters Scholarship 2013

*San José – Dublin, Sister City Programme*

**Application Form**



**San José - Dublin, Sister City Programme: Exchange Scholarship 2013**

**APPLICATION FORM[[1]](#footnote-1)**

**PLEASE READ THE ‘GUIDELINES FOR APPLICANTS’ BEFORE COMPLETING THIS FORM**

**PLEASE type YOUR ANSWERS directly onto the form**

**SECTION 1: BIOGRAPHICAL & APPLICATION INFORMATION**

|  |  |  |
| --- | --- | --- |
| **First name:** |  | |
| **Surname:** |  | |
| **Title:** | Mr  Ms  Other | |
| **Address:** |  | |
|  |  | |
|  |  | |
| **Telephone:** |  | |
| **Email:** |  | |
| **If you are currently, or have previously been a DCU student, please give details of your student number:** | |  |

**SECTION 2: ACADEMIC RECORD**

**Notes:** Evaluators will consider such factors as academic grades, class position and previous academic awards. However, the following are also important: input from referees; evidence of suitability to represent Dublin; evidence of suitability to gain benefit from industry experience; specific personal motivation to pursue a higher degree; longer term career plans*.*

Include any information that you feel the evaluators should know about you which would strengthen your case and which you feel would make your application stand out. Please type your information directly onto the application form and expand as required. You must include a results transcript for each year of your undergraduate and postgraduate degrees.

**2.1 Details of your undergraduate studies**

|  |  |
| --- | --- |
| Degree: |  |
| Institution: |  |
| Date started: |  |
| Date awarded/expected date of results: |  |
| Grade/anticipated grade: |  |
| Position in class: |  |
| Conferring body: |  |
| Subjects studied - year3: |  |
| Subjects studied - year 4: |  |

*Please include copies of results transcripts for all years of your undergraduate degree to date.*

**2.2 Details of your postgraduate studies, if applicable**

|  |  |
| --- | --- |
| Degree: |  |
| Institution: |  |
| Date started: |  |
| Date awarded/expected date of results: |  |
| Grade/anticipated grade: |  |

|  |  |
| --- | --- |
| Position in class: |  |
| Conferring body: |  |

*Please include copies of results transcripts for all years of your postgraduate degree.*

**2.3 Additional qualifications, if relevant**

Please provide details of any other degree / diploma / certificate / programme of study that you have completed or are currently undertaking not described above:

|  |  |
| --- | --- |
| Award & main subject: |  |
| Institution: |  |
| Date started: |  |
| Date awarded/expected date of results: |  |
| Grade/anticipated grade: |  |
| Conferring body: |  |

**2.4 Personal Statement**

Please outline (max 800 words):

- Your reason for applying for the MEng in Electronic Systems & pursuing a higher degree

- Your motivation in pursuing the international/industrial dimensions of the exchange scholarship

- Any evidence that you will make a good ambassador for the city of Dublin, and DCU

- Any relevant extracurricular achievements, interests or professional activities

- Your longer term career plans

* 1. **TWO references (at least one being an academic reference)**

Please include an original signed reference letter from each of your referees – the letters should comment on your academic ability, your aptitude to undertake a higher degree, your suitability to be considered for the exchange scholarship.

The two reference letters and academic transcripts are to be included at the end of your application (to be submitted in a single PDF file).

A referee/s may instead submit a HARD COPY of the reference letter to the Graduate Studies Office. This must be in a sealed envelope with the applicant’s name clearly printed on front and must arrive by the application deadline of 5pm GMT on Friday 14th June 2013. It is the responsibility of the applicant to ensure that this is submitted on time.

**Please provide details of your referees below:**

|  |  |
| --- | --- |
| REFEREE 1  Title & name: |  |
| Position: |  |
| Address: |  |
|  |  |
| Email: |  |
| Telephone: |  |
| Capacity in which they know you: |  |
| REFEREE 2  Title & name: |  |
| Position: |  |
| Address: |  |
|  |  |
| Email: |  |
| Telephone: |  |
| Capacity in which they know you: |  |

**SECTION 3: SIGNATURE**

Please sign below to indicate that the information provided herein is true to the best of your knowledge.

|  |  |
| --- | --- |
| **Applicant signature:** |  |
| **PRINT NAME:** |  |
| **Date:** |  |

**CHECKLIST:**

**Before you submit your application, please ensure that it is complete. DCU Graduate Studies Office cannot forward incomplete applications to the evaluation phase. You should ensure the following:**

The application has been signed.

You have contacted your referees and have included two signed reference letters, one from each of two independent referees or else have these forwarded in hard copy to the Graduate Studies Office.

Copies of academic transcripts of results for all years of your undergraduate and, where applicable, postgraduate degrees have been submitted. If you are in the final year of your undergraduate degree and your results are pending, please indicate this on your application and the expected release date of results. Reference letters and academic transcripts to be included at the end of the single PDF file.

**PLEASE SUBMIT YOUR FULL APPLICATION as a single PDF file in soft copy BY EMAIL TO graduatestudiesoffice@dcu.ie**

The file should be named: surname\_firstname\_SanJose 2013.pdf and please clearly indicate “San Jose - Dublin application” in the subject line of the email.

**CLOSING DATE FOR RECEIPT OF APPLICATIONS IS 5PM GMT ON FRIDAY 14TH JUNE 2013.**

**LATE APPLICATIONS WILL NOT BE ACCEPTED**

1. The information submitted on this form will be used for the sole purpose of evaluating the application for the San José - Dublin, Sister City Programme: Exchange Scholarship 2013. [↑](#footnote-ref-1)