Maynooth University has established an international reputation for excellence in research and research-led teaching across the arts, humanities, social sciences, sciences and engineering. In support of our mission to promote research and teaching, a range of postgraduate research awards are available for suitably qualified prospective doctoral students across all disciplines. Maynooth University aims to reflect the diversity of the community we serve, and welcomes applications from all individuals, in particular from people who are significantly under-represented in postgraduate higher education.

1. DESCRIPTION OF JOHN & PAT HUME DOCTORAL AWARDS

John & Pat Hume Doctoral Awards
John & Pat Hume doctoral awards will be offered to successful doctoral applicants with demonstrated excellence in academic course work and research. Consideration will be given to the relevance of the proposed doctoral research to departmental and university research priorities. Applicants will also be expected to have some prior non-academic engagement such as volunteering, outreach activities or similar, in line with the university's strategic plan.

There are three types of awards. The first provides a €16,000 stipend and €2,000 towards research expenses, with full fees covered per year (hereafter known as €18,000 scholarship). The second award type provides a €9,000 stipend and €1,000 towards research expenses, with full fees covered per year (hereafter known as the €10,000 scholarship). The third type is a fee waiver (full fees) for the duration of the scholarship (hereafter known as the Fee Waiver scholarship).

Note: The Fee Waiver scholarship (type 3) award is the only award type available to both full time and part time scholars. The first and second awards are offered to full time scholars only. The Faculty of Science and Engineering does not offer the Fee Waiver award.

The highest ranked applicants within each faculty will be awarded the highest-level award for which they are eligible, until all awards within each faculty have been distributed.

John & Pat Hume - Equality, Diversity and Inclusion Doctoral Awards
As part of our commitment to equality, diversity and inclusion (EDI), Maynooth University funds three Hume EDI Doctoral awards annually in areas where there is significant under-representation, including women in STEM, and the Maynooth Access Programme (MAP) target groups highlighted in our Strategic Plan 2018-2022.
i. Women in STEM Hume (WISH) Doctoral Awards
As part of the Athena SWAN initiative, Maynooth University funds two Women in STEM Hume (WISH) awards annually. The WISH awards aim to encourage women to take up a career in science, technology, engineering or mathematics through research.

Awards will be offered to the top two ranked female doctoral applicants with demonstrated excellence in academic course work and research. All applicants are subject to the eligibility requirements as stated in the John & Pat Hume Doctoral Awards Scheme Terms and Conditions.

The WISH awards are available for STEM research projects, with particular priority given to departments in which female students are under-represented. These include: Chemistry, Computer Science, Electronic Engineering, Experimental Physics and Theoretical Physics.

All eligible applications for WISH awards will also be considered automatically for the John & Pat Hume doctoral awards. Only one award may be held by each successful applicant. The value of the WISH awards is €18,000 (€16,000 stipend and €2,000 expenses) plus full fees for 4 years.

ii. Maynooth Access Programme (MAP) Hume Doctoral Award
The Maynooth Access Programme (MAP) Hume award aims to encourage people from communities and groups under-represented in higher education, and who often face barriers to participation and success in higher education, to take up a career in research.

The award will be offered to successful doctoral applicants with demonstrated excellence in academic course work and research. All applicants are subject to the eligibility requirements as stated in the John & Pat Hume Doctoral Awards Scheme Terms and Conditions. This award is available to applicants who are under-represented in higher education including:

- Entrants to higher education from socio-economic groups that have low participation in higher education (entered through Higher Education Access Route – HEAR and/or supported by Access Office);
- First time, mature students;
- Students with disabilities (entered through Disability Access Route to Education – DARE and/or supported by Disability Office);
- Irish Travellers.

All eligible applications for this award will also be considered automatically for the John & Pat Hume doctoral awards. Only one award may be held by each successful applicant and the value of the award is as per the John & Pat Hume doctoral awards with a minimum €10,000 (€9,000 stipend and €1,000 expenses) plus full fees for 4 years.

2. DURATION OF AWARDS
The maximum duration of €18,000 and €10,000 scholarships is four years.

The maximum duration of Fee Waiver scholarship is four years for award holders studying full time and six years for award holders studying part time.

Continuation of funding is subject to satisfactory annual progress and continued compliance with the terms and conditions of the award.
If the progress of the student is recorded as unsatisfactory during the departmental annual review, the Dean of Graduate Studies may revoke the funding.

3. MODE OF STUDY & ELIGIBILITY

a. Mode of study
Only full-time students are eligible for the €18,000 and €10,000 scholarships. Full time and part time students are eligible for the Fee Waiver award.

All Hume Doctoral Award holders will register with Maynooth University. Students in joint PhD programmes cannot use the Hume award for fees payments in other universities.

If applicants intend to pursue a joint supervision programme at Maynooth University, they must choose a lead department and supervisor in the online application system and they will be ranked in the lead department and faculty. They will not be evaluated in the second supervisor’s department; their file will be distributed only for assessment in the department and faculty of the primary supervisor.

b. Eligibility
The minimum standards for eligibility for MU John & Pat Hume doctoral awards of any type are:

- All applicants must have a first class or upper second-class honours bachelor's degree, or the equivalent, in the discipline of the department of application, or in a cognate discipline approved by the proposed supervisor.
- If undergraduate examination results are not known at the time of application, Maynooth University may make a provisional offer of a scholarship on condition that the scholar’s bachelor’s (equivalent) degree result is a first class or upper second-class honours.
- If a scholar does not have a first class or upper second-class honours bachelor’s degree (or equivalent), they must possess a master’s degree in the discipline of the department of application or cognate discipline as approved by proposed supervisor.

Degrees may be from Ireland, the EU or from any international university. Equivalency of degrees awarded and results obtained outside of Ireland will be determined by the Dean of Graduate Studies.

In certain cases, where a higher diploma operates as a master’s qualifier, the higher diploma result can be considered equivalent to a primary degree.

Applicants in the final year of the qualifying degree apply on the basis of expected results. Should results be unavailable at the time of award offers, applicants with the highest ranking will be made conditional offers, (subject to confirmation of actual results). If the required qualification is not achieved, the university shall deem the applicant ineligible and rescind the conditional offer.

c. Nationality
Applicants of any nationality are eligible to apply.
d. Exclusions

- Those who have commenced a postgraduate research degree at Maynooth University prior to application are not eligible for an award for that degree.
- Those who hold only a pass degree qualification and who do not meet the required standard of qualification as stated under Term 3b. Eligibility are not eligible to apply.
- Those who have received a Maynooth University John & Pat Hume doctoral award are not eligible to apply for funding for a second postgraduate degree under the Maynooth University John & Pat Hume doctoral awards scheme.
- Applicants who do not qualify for an exemption from income tax in relation to income arising from the award according to Section 193 Taxes Consolidation Act 1997 are only eligible for Fee Waiver awards. Address any enquiries regarding eligibility to humephdscholarship@mu.ie.

4. DUTIES OF AWARD HOLDERS

The primary duties of MU John & Pat Hume doctoral award holders are to advance their study with the objective of completing the doctoral degree within the expected timeframe. Before engaging in any additional activities, either within the University or outside, award holders must carefully consider possible implications of such activities for their progress and should only engage in other activities to the extent that they will not negatively impact on their primary duties as a research student.

MU John & Pat Hume doctoral award holders may engage in departmental teaching activities as part of their fellowship to a maximum of two hours per week during an academic year.

MU John & Pat Hume doctoral award holders who wish to develop their teaching skills and contribute to pedagogical developments in their discipline may also be considered for activities such as tutorials, laboratory demonstrations, marking and similar teaching related work for which they will receive additional payment over and above the terms of the award granted under this scheme.

John & Pat Hume doctoral award holders are required to contact the Graduate School in writing if they intend to suspend or withdraw from their studies, regardless of the reason, before they submit the postgraduate registration suspension/withdrawal form. Should an award holder fail to comply with this requirement, funding will cease and the Graduate School will seek to recover funds paid to the award holder for the period from the date of suspension/withdrawal of postgraduate registration where applicable.

It is the responsibility of award holders to inform the Graduate School of any change of their bank account details, address, telephone or e-mail within two weeks of such a change. Notification of such changes must be submitted using the Postgraduate Scholarship Stipend Form (signed by the award holder). To obtain this form, contact graduatestudies@mu.ie.

John & Pat Hume doctoral award holders are required to inform the Graduate School when they have submitted their thesis for examination.

Upon completion of their programme, John & Pat Hume doctoral award holders are required to provide follow-up contact details in a final report submitted to the Graduate School. Award holders must agree to being contacted after graduation for the purposes of collecting information on Hume graduates’ career outcomes.

The University reserves the right to terminate funding to award holders who fail to fulfil their duties and to seek reimbursement where applicable.
5. TENURE OF AWARDS

a. Mode of study
The maximum duration of awards, as specified above, is subject to satisfactory progress and reporting. The funding will cease at the end of four years of full-time study or six years of part-time study, even if the award holder is still enrolled in the postgraduate programme.

b. Payment of Awards
Payments of stipends awarded under €18,000 and €10,000 scholarships will be made monthly by direct funds transfer into the award holder's bank account, typically on 28th day of each month. The fees portion of the scholarship will be managed internally by Graduate Studies and Fees & Grants Offices.

c. Non-transferability of Awards
John & Pat Hume doctoral awards can only be held in the department and faculty in which it was awarded. In exceptional cases, a request to transfer department and/or change supervision arrangements may be presented by the student and supervisor to Graduate School with a letter of support from the head of the original department and a letter of support from the head of the department and supervisor(s) receiving the award holder. If the proposed transfer is between faculties, the Dean of Graduate Studies will consult with the relevant faculty deans. The Dean of Graduate Studies will make a recommendation to the Postgraduate Scholastic Funding Board. If the board approves the transfer, no additional award will be made available to the awarding faculty to compensate for the transferred award.

John & Pat Hume doctoral awards are tenable at Maynooth University only.

d. Other Awards
MU €18,000 and €10,000 scholarships awarded under this scheme cannot be held in conjunction with any other award where the stipend paid through the University combined with the stipend received under this scheme exceeds €22,000 per annum. For example, holders of Irish Research Council or Teagasc Walsh postgraduate awards may not simultaneously receive a doctoral award under the John & Pat Hume doctoral award scheme.

John & Pat Hume Fee Waiver scholarships cannot be held in conjunction with any other scholarship or other source of funding that includes fees contribution. In cases where the fees contribution available under another scholarship or funding source is lower than applicable fees, MU Fee Waiver scholarships will cover the difference between fees due and fees contribution from other scholarship or funding sources. This would apply, for example, to students subject to non-EU fees who receive a fees contribution at EU level only from the other source.

The same rules apply in cases where students are receiving a stipend and/or fees contribution under an externally funded award, such as Science Foundation Ireland grants, EU Horizon 2020 grants, or funding provided by an organisation other than a research funding agency (e.g., a company or non-profit organization). University researchers are generally expected to secure the full costs of student fees and stipend from the external funding body.

John & Pat Hume doctoral awards may be used as a “stepping stone” towards securing other funding and award holders are strongly encouraged to apply for external awards (such as the Irish Research Council) after completing the first year of their programme. If a John & Pat Hume doctoral award holder subsequently secures funding from a third party, then in recognition of that achievement the student will continue to be recognised as a Maynooth University John & Pat Hume doctoral award holder and can retain the corresponding title.
in this case, funding provided under the MU John & Pat Hume doctoral awards scheme will cease (or may be reduced as applicable) effective from the date when the new funding commences.

MU John & Pat Hume doctoral award holders are required to inform the Graduate School about any funding received during their award tenure, regardless of the amount awarded, source or purpose of the funding.

6. MANAGEMENT OF RESEARCH EXPENSES
Eligible direct research expenses include essential research supplies such as consumables; books and journals; pay-as-you-go access to national research infrastructure; software and hardware critical for the research; archival research costs; conference travel and registration; generic and/or specialist disciplinary skills training; and publishing and write-up costs. Only vouched expenses incurred in carrying out the research project will be funded. Unused funds can be rolled over to the next year, subject to the award holder’s successful progress and continued registration, for the duration of the award.

Expenses incurred outside the four-year (or six year for part time students) funding term are not eligible under the scholarship.

The scholar, in collaboration with their academic supervisor, is responsible for appropriate financial planning and spending during the funding term of the scholarship.

It is the responsibility of the scholar and their academic supervisor to ensure expenditure complies within the award holder’s budget limits and MU financial policies.

7. REPORTING
Continuation of funding will be conditional on satisfactory progress.

All John & Pat Hume doctoral award holders must report annually on their progress to MU Graduate Studies Office. Failure to submit an annual progress report for the purposes of this scheme to the Graduate School will be considered a material breach of duties and funding may be discontinued as a result.

Those who have succeeded in another research funding competition and as a result have ceased receipt of all funding under this scheme are not required to submit a report.

8. APPLICATION PROCESS
Applicants wishing to be considered for John & Pat Hume doctoral awards must first make contact with a Maynooth University department or research institute to discuss their suitability for a research programme. A list of department contacts is available on the website at https://www.maynoothuniversity.ie/departments. Applicants are required to make arrangements with a prospective supervisor to support their application and provide the name and email address of the proposed supervisor in the application form.

Applications for awards will be made through an online application form. Instructions will be provided in a guide for applicants made available at the MU Graduate Studies website following the launch of the scheme. All applicants, including Maynooth University students and graduates, must ensure that two references are submitted and obtain confirmation from the proposed supervisor that they are willing to accept a request to supervise the applicant (through the online application platform).
Applicants must include copies of official diplomas and transcripts for all non-Maynooth University degrees obtained and listed on the application form. For diplomas and transcripts in languages other than English, documents in the original language must be accompanied by an English translation. Originals or certified copies of official diplomas and transcripts will be required from applicants selected for awards. Offers will be conditional on providing originals or certified copies of official diplomas and transcripts. Should an applicant fail to provide these upon request, the award offer will be withdrawn.

Incomplete applications not accompanied by two references, supervisor’s confirmation of support or transcripts as outlined above will be deemed ineligible and will be excluded from assessment. Late submissions will not be accepted.

Applicants wishing to be considered for the award of a John & Pat Hume- Equality, Diversity & Inclusion Doctoral Award under WISH or MAP are required to complete a designated EDI section of the application form. The information contained in this section will not be shared with the department or faculty assessment panels, but will be used by the Dean of Graduate Studies in collaboration with the EDI/Access Office to identify applicants eligible for the WISH and MAP awards.

9. JOHN & PAT HUME DOCTORAL AWARDS: ASSESSMENT PROCESS

a. Determination of eligibility
Following submission of applications to the online application system, the Graduate School will check applications for completeness and eligibility. Incomplete applications will be deemed ineligible.

b. First Stage of Assessment Process
In the first stage, applications will be assessed by departmental assessment panels. Each departmental assessment panel will consist of the Head of Department and at least two other members of departmental staff. Departmental panels will mark and rank applications received for their department/school/research institute, according to the scheme’s evaluation criteria. Applicants have to meet a minimum quality threshold in order to be put forward to the second stage of assessment.

c. Second Stage of Assessment Process
The second stage of the assessment process will take place within each faculty. One assessment panel per faculty will be established by the relevant faculty Dean. Panels will be chaired by the relevant faculty Dean or nominee as agreed by the faculty executive, with the Dean of Graduate Studies serving as a non-voting member. Faculty panels will review and score applications deemed fundable by departmental panels and will arrive at a faculty ranking. Applicants shortlisted for the award of MU Doctoral fellowship may be invited for an interview, either in person or via Skype (or similar). The decision of faculty panels will be final.

d. Evaluation Criteria
All applications for award under this scheme will be assessed using the following criteria:

**Quality of the applicant.** This criterion includes excellence in academic and research achievements as well as applicants’ non-academic accomplishments, in line with the university’s mission and strategic plan. References will be considered as evidence for the applicant’s suitability for a career in research.

**Quality of the project proposal.** This criterion includes aims and objectives of the proposed research, proposed methodology, feasibility of the proposal and plans for dissemination.
Fit of the proposed research and the applicant with the department’s expertise and research areas.

The application form asks for a statement outlining the reasons why the applicant chose Maynooth University and their proposed supervisor. Relevance to the university’s research priorities will be also considered.

The three criteria—applicant, proposal and fit—are equally weighted in the departmental assessment.

Faculty panels will assess on the two quality criteria only. Faculties will determine their ranked lists and awards for applicants for all John & Pat Hume Doctoral Awards. Faculties will also provide a reserve list of three further applicants.

The Dean of Graduate Studies in collaboration with the EDI/Access Office will use the Hume-EDI section of the application form to identify applicants for the WISH and MAP awards. Where applications for the MAP award are ranked equally, priority may be given to applicants from target groups that are particularly under-represented in higher education, and/or who have faced additional challenges in accessing opportunities in education (e.g. socio-economic disadvantage; applicants with a physical/sensory disability; Irish Travellers; lone parents; refugee/asylum seekers; or where an applicant is member of more than one target group under-represented in higher education).

The Graduate School will coordinate the assessment process and will inform applicants of the outcome.

c. Notification of Awards

Final rankings will be decided before the end of June 2020. Applicants whose eligibility for MU John & Pat Hume doctoral awards are subject to pending final results will receive conditional offers, to be confirmed (or withdrawn) when official final results become available.

Where an award offer is either withdrawn (as per above), or not accepted by the applicant, the Graduate School will automatically offer the award to the next ranked applicant as per the relevant faculty ranking.

f. Final Ratification of Awards

The final ratification of the awards will be made by the Postgraduate Scholastic Funding Board. After this ratification, no further offers will be made to students in the call for the academic year 2020-21.

10. DEFERRALS AND SUSPENSIONS

John & Pat Hume doctoral awards may not be deferred or suspended other than for eligible career breaks (e.g. maternity or parental leave) or in exceptional circumstances (e.g. illness) and with the permission of the Postgraduate Scholastic Funding Board. Requests for deferrals/suspending are considered on a case-by-case basis. Only deferral/suspension requests made in advance of the period of absence will be considered and can be granted for a maximum of one year.

Award holders requesting deferral or suspension must write to or email the Dean of Graduate Studies explaining why a deferral or suspension is needed, for what duration, and what progress has been made to date. The supervisor shall write to or email the Dean of Graduate Studies to support the deferral/suspension.

If the deferral/suspension occurs without prior written approval by the Dean of Graduate Studies, the award will be revoked and cannot be reinstated.
11. MISCELLANEOUS

John & Pat Hume doctoral award holders who withdraw from their studies will be ineligible to apply for the award again. An award must be first taken up within the academic year of the award. The latest date for first registration is 1st February of that academic year. Awards may be held in conjunction with tutorial or demonstration work for the university with the permission of the head of department, as long as other conditions of the scheme are met.

Award holders may, with the permission of their research supervisor, spend part of the academic year engaged in research at other institutions in Ireland or abroad.

It is the responsibility of the supervisor to inform the head of department and Dean of Graduate Studies if an award holder is not devoting sufficient time or effort to the research (graduatestudies@mu.ie). In such cases, the award may be terminated and the recipient may be required to repay monies advanced.

It is the responsibility of a supervisor to inform the head of department and Dean of Graduate Studies if an award holder leaves the programme (graduatestudies@mu.ie). In such cases, the award may be terminated immediately and the award holder may be required to repay monies already advanced.

Award holders must acknowledge Maynooth University’s support in all relevant publications, disseminations and outreach activities.

All award holders must make a declaration of all sources of awards, scholarships, and grants when accepting an award. This declaration must be countersigned by the head of department and supervisor.

The University reserves the right to suspend or terminate a John & Pat Hume doctoral award and/or require reimbursement by the award holder of payments made to the award holder if in the opinion of the university there has been a material breach of the terms and conditions as outlined in this document.

12. EQUALITY AND DIVERSITY

Maynooth University values the enrichment that comes from a diverse community and seeks to promote equality, prevent discrimination and protect the human rights of each individual. To learn more about our commitment to Equality and Diversity, please read the Maynooth University Equality and Diversity Policy. Additionally, as an Athena SWAN Bronze Award Institute, we are committed to advancing gender equality across the University.

We aim to reflect the diversity of the community we serve and welcome applications from all individuals, in particular from people under-represented in our institution.

13. CLOSING DATE

Completed and signed applications should be submitted via the online application system no later than 12am, midnight (GMT) on Friday, 24 April 2020. Late applications will not be accepted.
14. **ENQUIRIES**

Enquiries regarding eligibility, the application process and any other aspect of the competition should be sent by email to humephdscholarship@mu.ie. Responses to enquiries submitted by email will be published in a FAQ list on the Graduate School website.

Maynooth University Graduate Studies Office  
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Co. Kildare  
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