

## **PROSPECTIVE PhD STUDENT INFORMATION AND CHECK LIST**

1. You must contact your proposed PHD supervisor to discuss their project that you are interested in.
2. You must provide them with a completed application form, a CV and 2 referees/references well in advance of the closing date.
3. The proposed supervisors will decide if you are suitable for the PhD. They must support your application for the process to continue.

Please note there is no central SINAPSE funding available for students if they wish to visit the site. Please ask locally for any possible funds from the university to support any potential visit.

4. If the supervisor supports your application they will write a supporting statement for you and put you forward to the SINAPSE Executive for consideration for funding.
5. The supervisor has to send all your documentation to the SINAPSE office by the closing date. If your supervisor does not meet this deadline it will result in your application not being considered.
6. You **MUST** declare any conflict of interest regarding any applicant be it personal, financial etc.
7. If in doubt about the process please discuss with your proposed supervisor.
8. Check list for Submission, you must give your supervisor(s).
  - Completed Application form (one for each project you are interested in)
  - CV
  - 2 References
9. If you have applied for more than one project please give your preferred order of allocation of project.
10. Please note that a SINAPSE studentship does not cover overseas fees. If you are an overseas student please make a statement on the application form for how you are going to cover the extra fees.