

Our Ref: 3/6/1/2/1

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Monday, 15 August 2011

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CIRCULAR 22/2011

TO: INTERNATIONAL AND POSTGRADUATE SCHOLARSHIP ADMINISTRATORS

COMMONWEALTH SCHOLARSHIPS TENABLE IN THE UNITED KINGDOM, 2012/13

Your institution is invited to send a maximum of **eight (8)** nominations from students who are currently registered at your institution and eligible to apply (South African citizens only) for the Commonwealth Scholarships tenable in the UK in 2012/13.

These may be in either of the following categories:

- One year taught masters courses or equivalent degrees (excluding MBA)
- Six months of clinical training in medicine or dentistry
- Doctoral degrees, up to three years of duration (UK institution)
- One year research on a split-site basis, towards a PhD registered at a South African university

South Africa can send a maximum of 45 nominations of which no more than half (20) may be for doctoral studies (including via a split-site mode). The UK Scholarship Commission will consider applications in both categories separately, and the two will not be in competition with each other.

1. Closing date:

All nominations should reach us before or on **Monday, 21 November 2011**. **The Electronic Application System has automatically set the deadline for applications to be made via a University for 7 November 2011 (14 days prior to the closing date of the Nominating Agency). This means that candidates applying via your University will not be allowed to apply after 7 November 2011.**

One hard copy of the application form (with supporting documents) from your nominated candidates should reach us by **21 November 2011**.

Please note that applications received after the closing date **WILL NOT** be considered.

1 Eligibility:

Eligibility requirements are outlined in the scholarship prospectus which is on the Commonwealth Scholarship Commission website at <http://cscuk.dfid.gov.uk/apply>. I would particularly draw your attention to the following:

- The Commission will look for evidence of the **high academic quality** expected of Commonwealth scholars; intellectual and academic excellence will be paramount in all

Directors: M.S. Badat; M.M. Balintulo; A.C. Bawa; R. Botman; C. de la Rey; T. Eloff; J.D. Jansen
M.R. Kgaphola; M.S. Makhanya; E.D. Malaza (CEO); M.W. Makgoba; F. Mazibuko; L.V. Mazwi-Tanga
P. Mbatia; N.M. Mokgalong; I. Moutlana (Deputy Chairperson); T.Z. Mthembu; G.L. Nongxa;
B.P. O'Connell; M. Price; I.L. Rensburg (Chairperson); D.I. Swartz; M. Tom.

- selections. **Candidates studying a first degree are expected to hold at least upper second class honours level or a degree of second class (i.e. 70%+) by October 2012.**
- Candidates should be able to take up the award in October 2012 as deferments are granted in the most exceptional circumstances, and in any event will not be considered for start dates beyond January 2013.
 - Please note that if candidates for Master's awards have undertaken any of their university education outside their home country, they will be asked to state how it was funded and how the education differed from that in their home country.
 - It is a new eligibility criteria that all candidates applying for doctoral study must provide the Commission with evidence of support from a prospective supervisor at at least one of their chosen institutions at the time of application.
 - Applications for split-site study must be made in context of an institutional link between the institution where the candidate is registered in their home country and the one at which they are applying to study in the UK. Candidates must provide the Commission with evidence of support from their prospective supervisor at the UK institution as well as from their home supervisor at the time of application.

Awards are tenable at any UK institution of higher education for a specific programme of study or research and are not restricted to particular subject areas. **Candidates are expected to state their preferred institutions on the application form, but the final decision on a host institution will be made by the Commission. In recent years, placement of successful candidates has sometimes been delayed by the process of gaining admission to their host university. For this reason, we strongly advise candidates to submit independent applications for admission directly to their chosen institutions in the UK, prior to, or at the time of, their nomination, without waiting for the result of the scholarship selection procedures.** Where offers of admission have been obtained, these should be included with the nominations, and any subsequent correspondence copied to us.

The Commission will not offer awards to scholars already close to completing a doctorate in their own country, though awards may be tenable to complete doctoral studies already underway in the UK.

2 Selection Criteria:

Final selection of candidates and host institutions will be made by the UK Commission based on the nominations from the South African Agency. Once again, they will be seeking candidates of the highest academic quality, who demonstrate a real capacity to make a difference to their home country on completion of the award. The main selection criteria are the **academic merit** of the candidate, the **quality of the proposal** and the likely impact of the scholarship on **national development**.

Applications which do not meet the academic criteria will not be considered by the South African Selection Panel. We receive substantially more nominations than scholarships available and for this reason the selection process has become very competitive over the years. It should be noted that even applicants meeting the academic criteria may not be finally selected by the Selection Panel due to the competitive nature of these scholarships.

The Selection Committee has become concerned in recent years with the way in which papers are increasingly arriving in an incomplete state and has instructed its secretariat to render ineligible applications which do not arrive in the manner requested. **Such incomplete applications will not be considered by the committee.**

3 Application process:

All applicants for a Commonwealth Scholarship should use the Electronic Application System (EAS) – see www.dfid.gov.uk/cscuk and click on apply.

NOTE: Please inform your candidates that they have to click on the submit button after completing the online application otherwise the application will be invalid.

4 Arrangements for submitting applications:

We would like to encourage universities to nominate their final 8 candidates to HESA by using the EAS. **We would however still need ONE hard copy of the nominated candidates.** If you need assistance or information on using the EAS in this regard, kindly contact Peter Bourdillon, Project Manager at email: P.Bourdillon@acu.ac.uk.

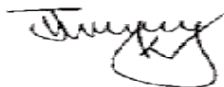
The following information should be noted by ALL applicants:

- (i) The EAS ask each applicant to upload a scanned passport-size photograph, scanned, transcripts, a scanned birth certificate (copy of green ID will do) and a scan of any letters received from a UK institution listed in your application form.
- (ii) References: The EAS will send an e-mail to each referee with a link to the applicants application form to write a reference. The e-mail is only sent when the application is **submitted** and therefore candidates are encouraged to do this well in advance in order for the referees to have time to submit their references before the closing date of **21 November 2011**. **Irrespective of the above (email alert to referees), the onus is on the applicant to ensure that references are available and submitted on time. Applications received without the requested references will not be considered.**

If have any enquiries, please send an email to Nondumiso Lufele at sso@hesa.org.za.

We thank you for your assistance and cooperation in this regard.

Kind regards



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