

# iGGi PhD Recruitment 2023

## Submission checklist

Please submit this checklist along with your application documents to [apply@iGGi.org.uk](mailto:apply@iGGi.org.uk) **before midday BTS on 15 May 2023.**

**Document name format:** Please use the following format for naming the documents you are submitting with your application: ‘Your first name - last name - document title’

Description of document/evidence submitted	Enclosed with application Y, N or N/A
<p><b>iGGi PhD Application Form</b></p> <p>You have completed the online iGGi PhD Application Form with key information about your application: <a href="#">iGGi Application Form</a> [Please note that a copy of the application does <u>not</u> to be submitted with your application but please indicate here that you have completed the form]</p>	
<p><b>Academic transcripts and certificates for undergraduate degrees or equivalent qualifications, or evidence of relevant experience</b></p> <p>If your degree result is still pending, please include an interim transcript. If the original certificate/transcript is not in English language you <b>must</b> provide both a copy of the original <b>and an English certified translation.</b></p>	
<p><b>Academic transcripts and certificates for postgraduate degrees or equivalent qualifications</b></p> <p>If your degree result is still pending, please include an interim transcript. If the original certificate/transcript is not in English language you <b>must</b> provide both a copy of the original <b>and an English certified translation.</b></p>	
<p><b>Your project proposal</b></p> <p>Your project proposal which should identify a <a href="#">potential supervisor</a> and the project title. Your statement of planned research needs to outline the nature of your proposed study and give some indication of how you will conduct your research. You can find the <b>template for the research proposal</b> here: Research Proposal Template: <a href="#">Word version 2.2</a>, <a href="#">PDF version 2.2</a>.</p> <p>It must be in English and be your own words. We invite well-developed but concise proposals which are 2 pages or below in length.</p>	

<b>Description of document/evidence submitted</b>	<b>Enclosed with application Y, N or N/A</b>
<p><b>Your CV</b></p> <p>A short CV, to give further background information on your prior experience and qualifications (please include your overall GPA score for any undergraduate and postgraduate qualifications).</p>	
<p><b>A cover letter</b></p> <p>A cover letter containing a short personal statement (not exceeding 250 words).</p>	
<p><b>References</b></p> <p>Two written references by either current/former supervising academic(s), tutor(s) or employer(s).</p>	
<p><b>Evidence of your technical skills</b></p> <p>We expect applicants to bring the requisite technical skills to succeed on the programme. These can be evidenced e.g. through your academic transcripts, certificates of online learning programmes, or a portfolio of work, which can include examples of source code you have written. Please see the Apply page of the iGGi website for full details.</p>	
<p><b>Proof of your English language skills</b></p> <p>If applicable, please provide proof of your English language skills (this could be the case e.g., for some international applicants and/or if English is not your first language). Please see the Apply page of the iGGi website for full details.</p>	

<b>Description of item</b>	<b>I asked the supervisor to fill in the form Y, N or N/A</b>
<p><b>Supervisor Statement</b></p> <p>You will need to make contact with a potential supervisor via email and arrange a meeting with them to discuss your research proposal (e.g. online or via phone call). During or after this discussion, please share with your potential supervisor the link for this online <a href="#">Form- Supervisor Statement</a> and ask them to complete it to confirm their willingness to supervise you. Please ask them to complete the form before the submission deadline of midday, Monday 15 May. Note that it is not you who has to submit the Supervisor Statement but the supervisor should submit it themselves via the linked form.</p>	