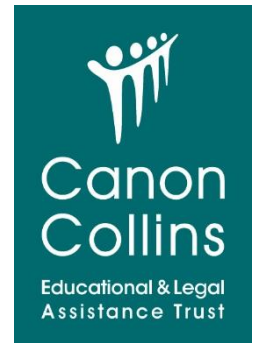


# Canon Collins Trust Scholarships for Postgraduate Study in South Africa in 2016 Guidelines for Applicants



## General Information

Canon Collins Trust invites applications for scholarships for postgraduate study in South Africa in 2016. We will provide funding for up to a maximum of two years for Masters and three years for PhD. Continued funding depends upon satisfactory progress and academic reports.

In 2016 we will be making awards only to those studying in three areas:

1. **Justice**, which includes Law, Economics, Politics and the Environment
2. **Education** policy and practice
3. **Humanities**, which includes Literature, History, Anthropology and the Arts

Please only apply if your programme of study falls into one of these disciplines.

Interdisciplinary courses and doctoral studies may sometimes defy easy categorisation. Applicants are urged to use their judgement in assessing whether to apply. But applications that do not fall within these areas (for example MBAs, medical sciences, sports sciences, applied sciences) will not be considered for an award.

## Are you eligible?

Applicants must:

- be a national of, or have refugee status in, one of the following countries: **Angola, Botswana, Lesotho, Malawi, Mozambique, Namibia, South Africa, Swaziland, Zambia, Zimbabwe**
- be normally resident in one of the above countries
- be in possession of a good first degree (minimum second class, upper division or equivalent) or about to graduate in the year of application
- be studying or applying to study at a South African university

Please apply **only** if you are eligible.

## Application Process

When we are open for applications you will be able to access the **online application form** on [www.canoncollins.org.uk/ccsa.html](http://www.canoncollins.org.uk/ccsa.html). You will find full instructions online when you start a new form.

All sections of the form need to be complete before the system will allow the application form to be submitted. Information can be saved and the application form edited until the applicant chooses to submit. All applicants are required to upload the following supporting documentation:

- Copy of degree certificates, if available
- Certified academic transcripts
- Reference letters from two referees
- ID document (the following are acceptable: passport, birth certificate, driver's license)

You may also need to submit:

- Proof of refugee status, if applicable
- Two recent payslips, if currently employed
- PhD proposal if applicable.

## Filling in the form

Please remember that someone else will read your application. Therefore

### **Please do**

1. Pay attention to grammar and presentation
2. Complete all sections
3. Attach all necessary documents
4. Submit your application in a timely manner

### **Please do not**

5. Repeat answers
6. Write in capital letters
7. Attach unnecessary documents

Incomplete applications will not be considered.

## References

Ideally, you should submit an academic reference (preferably from your current supervisor) and a reference from an employer. If you have never been employed, we will accept a reference from voluntary work, or two academic references. You should ask your referees to write a reference that relates to your suitability for this scholarship.

You should upload your references with all the other supporting documents in the documentation section of the online application form. Should your referee prefer to submit their reference directly, ask them to email it to: [scholarships@canoncollins.org.uk](mailto:scholarships@canoncollins.org.uk). The subject of the email should state that it is a reference and include the name and surname of the applicant. The referee needs to also include the applicant's email address.

Once your referee has submitted their reference we will email you a confirmation of receipt, which you will need to upload to your online application. **You will not be able to submit your form until you have uploaded your references or confirmation of receipt in the appropriate section.**

If sending by email it is the applicant's responsibility to ensure that references reach us before the 25 July 2015, to ensure there is enough time for the receipt to be sent back to you and uploaded before applications close. **Late references will not be considered.**

## Getting a place on your course

You must apply to the universities you wish to study at for a place on your chosen course(s). If you are offered a Canon Collins scholarship but fail to get a place on a course, we will withdraw the offer.

## How many scholarships are available?

There is no set number. The Trust makes awards on the basis of available funding and suitable applicants. It is, however, highly competitive. In recent years we have made awards to fewer than 5% of those who applied. Please apply only if you meet all the criteria.

## Selection Criteria

In selecting scholars, the Trust will apply a number of criteria including academic merit, need and the potential to contribute to open and just societies in southern Africa.

Applicants for all schemes within the 2016 SA Scholarship Programme will be assessed on the basis of the information that they supply on their application form against the criteria outlined below:

### **1. Academic Record and References**

Applicants should have a minimum of an upper second-class (merit) undergraduate or Honours degree and excellent references.

### **2. Future impact**

All applicants need to articulate how the scholarship and their studies will enable them to contribute to open and just societies in southern Africa.

### **3. Work Experience**

We favour applications where there is a demonstrable continuity between applicant's past study and career and their proposed course of study.

### **4. Leadership Competencies**

Canon Collins places a great deal of emphasis upon the leadership potential of individuals. Applicants will be asked to demonstrate how they have developed their leadership skills in the workplace, academia or in their personal life. Priority will be given to those who can describe an occasion/s in which they have used their skills to formulate a shared vision or strategy, build strategic relationships and networks, support peers and mentor others, and/or deliver results.

### **5. Alignment with the Trust's priorities**

We will favour applicants who most clearly demonstrate that their proposed course and future plans align with the Trust's priorities.

## **Timetable**

We will open for applications on **Monday 1 June 2015 at 1pm GMT**.

The deadline for applications is **Tuesday 28 July 2015, at 3pm GMT**.

Late applications will not be considered.

## **When will you hear from us?**

Please do not email us to ask about the outcome of your application. All notifications will be by email so please make sure you provide an accurate email address.

We will be interviewing shortlisted applicants by telephone in October 2015. We will let you know the outcome of your application in November 2015.

**We look forward to receiving your application. Good luck!**