**UNIVERSITY OF GHANA**



OFFICE OF RESEARCH, INNOVATION AND DEVELOPMENT

UG INSTITUTIONAL NOMINATION FORM FOR COMMONWEALTH SCHOLARSHIPS (UGINFfCS)

Completed forms and a paper copy of the scholarship application made in the EAS should be submitted to the Office of the Pro-Vice Chancellor (Research, Innovation and Development) located on the ground floor of the LECIAD Building latest by close of day on **Tuesday November 15, 2016**

**PLEASE REFER TO THE BACK OF THE FORM FOR THE APPLICATION PROCEDURE**

**Please visit the ORID website at** [**http://www.orid.ug.edu.gh/**](http://www.orid.ug.edu.gh/) **for an electronic copy of this form and nomination instructions**

Only nominees shortlisted by the University shall be notified by ORID. Please take note that a nomination by the University of Ghana does not guarantee automatic placement OR selection by the Commonwealth Scholarship Secretariat in the UK

1. **TYPE OF SCHOLARSHIP APPLICATION (PLEASE TICK ONE OPTION)**

|  |  |
| --- | --- |
| **COMMONWEALTH SCHOLARSHIPS:** FULL TIME DOCTORAL SCHOLARSHIP |  |
| **COMMONWEALTH ACADEMIC FELLOWSHIP:** THREE TO TEN MONTHS |  |

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| --- |
| **EAS APPLICATION NUMBER:** |

1. **NOMINEE INFORMATION:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Title** *(Prof/ Dr/ Mrs etc)***:** | **Surname:** | | | | | |
| **First Name(s):** | | | | | | |
| **Date of Birth:** | | | | | **Years of Service with UG:** | |
| **Department:** | | | | | | |
| **Grade *(i.e. Ass. Lecturer, Lecturer etc*):** | | | | | **Date of appointment to present grade:** | |
| **Have you received a commonwealth scholarship within the last five years? *If yes, please indicate type of award and dates*** | | | | | | |
| **Indicate which general priority area of the DFID your application seeks to address: (Please circle as relevant)**  Education; Health; Economic Growth and Private Sector; Governance and Conflict; Climate and Environment; Water and Sanitation; Food and Nutrition; Humanitarian Disasters and Emergencies  **The priority area my application seeks to address is:** | | | | | | |
| **ACADEMIC FELLOWSHIP (PLEASE RESPOND AS APPLICABLE)** | | | | | | |
| **Year of award of PhD:** | | | | | | |
| **Focal area of research/ study should there be an award:** | | | | | | |
| **Prospective partner UK institution:** | | | | | | |
| **DOCTORAL SCHOLARSHIP ( 3-YEAR/ 4-YEAR)** | | | | | | |
| **Month and Year of 1st registration on PhD Programme:** | | **Institution of registration:** | | | | |
| **PhD research area/ title:** | | | | | | |
| **Expected year of completion:** | | | **Registration status (please indicate either FULL TIME or PART TIME):** | | | |
| **THIS SECTION SHOULD BE COMPLETED BY ALL NOMINEES IRRESPECTIVE OF APPLICATION TYPE** | | | | | | |
| **Office phone no:** | | | | **Mobile Phone no(s):** | | |
| **Primary Email:** | | | | | | **Alternative email address:** |
|  | | | | | | |
| Please indicate briefly how your application relates to the UG’s development priorities as well as the general priority of the DFID that you have indicated on this application | | | | | | |

|  |  |
| --- | --- |
| NOMINEE’S SIGNATURE: | DATE: |

1. **HEAD OF DEPARTMENT’S COMMENTS**

Please give brief comments on the expected impact to your department should the applicant be awarded a Commonwealth Scholarship/ Fellowship

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| --- | --- |
| **Name of Head of Department:** | |
| **Signature and Stamp:** | **Date:** |

1. **ENDORSEMENT BY PROVOST**

**PLEASE TAKE NOTE THAT YOU CAN MAKE UP TO A MAXIMUM OF 2 NOMINATIONS FOR THE COMMONWEALTH ACADEMIC STAFF FELLOWSHIP AND 1 NOMINATION FOR THE FULL TIME DOCTORAL SCHOLARSHIP**

PLEASE CIRCLE THE TYPE OF SCHOLARSHIP FOR WHICH THE APPLICANT IS BEING NOMINATED:

1. FULL TIME DOCTORAL SCHOLARSHIP
2. ACADEMIC FELLOWSHIP

I hereby endorse the application of

(PLEASE INDICATE NAME OF APPLICANT)

as the College of *(indicate name of College)*

**1ST/ 2ND** *(circle as appropriate)* nominee for the above scholarship. I confirm the College’s nomination of the above-named faculty member for consideration for institutional nomination for the above-named award from the Commonwealth Scholarships Secretariat in the UK.

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| --- | --- |
| **Name of Provost:** | |
| **Signature and Stamp:** | **Date:** |

**For Official Use Only**

APPLICATION PROCEDURE

**ALL NOMINEES ARE TO TAKE NOTE THAT A NOMINATION BY THE UNIVERSITY OF GHANA DOES NOT AUTOMATICALLY GUARANTEE SELECTION OR PLACEMENT IN THE UNITED KINGDOM. THE FINAL SELECTION WILL BE MADE BY THE COMMONWEALTH SCHOLARSHIP COMMISSION IN THE UK.**

**STEP 1:**

Nominee completes their application using the CSCUK’s Electronic Application System (EAS) at the following address <http://cscuk.dfid.gov.uk/apply/eas/> using the “Applicant’s Portal” by **Tuesday November 15, 2016.** A copy of the “How to Apply” guide is attached for detailed information on the EAS application process.

In SECTION 3 of the EAS application, nominee enters the following email address – [orid-researchadmin@ug.edu.gh](mailto:orid-researchadmin@ug.edu.gh) to ensure that ORID receives the automatic email from the EAS to provide the necessary endorsement information. (A guarantee cannot be made that an endorsement on an application will be made if the correct email address as indicated above is not provided in the EAS).

Please take note that the University of Ghana has set up its institutional deadline for by **Tuesday November 15, 2016** in the EAS and therefore applicants would be unable to complete their applications in the system after this date. The UG will be using only the EAS for its nominations and would therefore not be considering paper applications made outside of the EAS.

**STEP 2:**

Applicant submits a printed copy of their application to the Office of Research, Innovation and Development (ORID) with a duly endorsed “UG-Institutional Nomination Form for Commonwealth Scholarships (UG-INFfCS)” latest by 5:00pm on by **Tuesday November 15, 2016.**

The UG-INFfCS form must be endorsed by the Provost of the College. Nominees are strongly encouraged to study the scholarship prospectus to ensure that all the relevant application requirements are fulfilled. Please take note that the Commission would not accept applications from individuals. A copy of the prospectus for the two available awards is attached for guidance. The prospectus may also be downloaded from the websites provided on the previous page.

**INSTITUTIONAL DEADLINES**

* DEADLINE FOR COMPLETION OF APPLICATION IN THE EAS – **TUESDAY NOVEMBER 15, 2016**
* DEADLINE FOR SUBMISSION OF PAPER COPY OF EAS APPLICATION – **TUESDAY NOVEMBER 15, 2016**

**2017-2018 COMMONWEALTH SCHOLARSHIPS: LIST OF CSCUK PARTNER UNIVERSITIES**

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| --- | --- |
|  | **INSTITUTION** |
| 1 | Aberystwth University |
| 2 | Aston University |
| 3 | Bangor University |
| 4 | Birkbeck, University of London |
| 5 | Birmingham City University |
| 6 | Brunel University |
| 7 | Cardiff University |
| 8 | Cardiff Metropolitan University |
| 9 | City University London |
| 10 | [Courtauld Institute of Art](http://www.courtauld.ac.uk/) |
| 11 | [Coventry University](http://www.coventry.ac.uk/) |
| 12 | Cranfield University |
| 13 | Durham University |
| 14 | Glasgow Caledonian University |
| 15 | Goldsmiths, University of London |
| 16 | Harper Adams University College |
| 17 | Heriot-Watt University |
| 18 | Imperial College London |
| 19 | Institute of Commonwealth Studies, University of London |
| 20 | Keele University |
| 21 | Kings College London |
| 22 | Kingston University |
| 23 | Lancaster University - limited number of scholars |
| 24 | [Leeds Beckett University](http://www.leedsbeckett.ac.uk/) |
| 25 | Liverpool John Moores University |
| 26 | Liverpool School of Tropical Medicine |
| 27 | London School of Economics and Political Science |
| 28 | London School of Hygiene and Tropical Medicine |
| 29 | Loughborough University |
| 30 | Manchester Metropolitan University |
| 31 | Newcastle University |
| 32 | Northumbria University - for PhD study only |
| 33 | Nottingham Trent University |
| 34 | [Open University](http://www.open.ac.uk/) |
| 35 | [Plymouth University](http://www5.plymouth.ac.uk/) |
| 36 | Queen Margaret University |
| 37 | Queen Mary, University of London |
| 38 | Queen's University, Belfast |
| 39 | Robert Gordon University |
| 40 | Royal Holloway, University of London |
| 41 | Royal Veterinary College |
| 42 | School of Oriental and African Studies, University of London |
| 43 | Sheffield Hallam University |
| 44 | Staffordshire University |
| 45 | Swansea University |
| 46 | Teesside University |
| 47 | University College London |
| 48 | University of Aberdeen |
| 49 | University of Bath |
| 50 | University of Birmingham |
| 51 | University of Bradford |
| 52 | University of Brighton |
| 53 | University of Bristol |
| 54 | University of Cambridge / Cambridge Commonwealth Trust (CCT) – CCT regulations exclude students who have already started their PhD study |
| 55 | [University of Central Lancashire](http://www.uclan.ac.uk/) |
| 56 | [University of Chester](http://www.chester.ac.uk/) |
| 57 | University of Dundee |
| 58 | University of East Anglia |
| 59 | University of East London |
| 60 | University of Edinburgh |
| 61 | University of Essex |
| 62 | University of Exeter |
| 63 | University of Glasgow |
| 64 | University of Greenwich |
| 65 | University of Huddersfield |
| 66 | University of Hull |
| 67 | University of Kent |
| 68 | University of Leeds |
| 69 | University of Leicester |
| 70 | University of Lincoln |
| 71 | University of Liverpool |
| 72 | University of Manchester |
| 73 | University of Northampton |
| 74 | University of Nottingham |
| 75 | University of Oxford |
| 76 | University of Portsmouth |
| 77 | University of Reading |
| 78 | University of Roehampton |
| 79 | University of St. Andrews |
| 80 | University of Salford - limited number of scholars |
| 81 | University of Sheffield |
| 82 | University of South Wales |
| 83 | University of Southampton |
| 84 | University of Stirling |
| 85 | University of Strathclyde |
| 86 | University of Surrey |
| 87 | University of Sussex - limited number of scholars |
| 88 | University of the West of England - limited number of scholars |
| 89 | University of Ulster - limited number of scholars |
| 90 | University of Warwick |
| 91 | University of Westminster - limited number of scholars |
| 92 | University of Winchester |
| 93 | University of Wolverhampton - limited number of scholars |
| 94 | University of York |