

**Questions Asked: One Year Fellowship Application**

This document details the questions asked in the One Year Fellowship Application for Part A, B and C

The application form consists of the following:

**Part A** – to be completed by the applicant

**Part B** – confidential report to be completed by the *present* Head of Department

**Part C** – confidential report to be completed by the *proposed* Supervisor

**Part D** – (not part of the online form) Confirmation of Administrative Arrangements – to be completed and signed by an administrative office at the host centre (eg Finance Officer, Registrar, Bursar or Secretary) and sent back to the Research Department

Until Parts A, B, C and D have been completed you will NOT BE considered for this Fellowship.

**Part A: To be completed by the Applicant**

The following details need to be provided by the applicant regarding their academic background, details of present employer and information of their research project:

* Specialty
* Area of study
* Title of study
* Three keywords - Give three keywords which encapsulate your study
* Head of Department
* Supervisor email address
* Site address
* Academic record - in date order, earliest first
* Career history
* Employer
* Tenure
* Grade
* Current salary
* Next increment
* Grade started
* NTN
* Career intentions - i.e. further research with alternative funding, academic post, surgical post

*Part A continued…*

* Publications -State journal, title and page numbers (first and last) and names of co-authors. Do not include abstracts.
* Research experience
* Research training - What training do you hope to gain and from whom?
* Scientific considerations - Please state briefly the scientific considerations that led you to choose the centre named at part A. If this is a centre where you have already been based for a year or more, please spell out your reasons for remaining.
* Proposed research
* Abstract - Please identify the importance of the research question and demonstrate the appropriateness of the study design.
* Additional funding information - Please state whether you have had additional funding prior to this research and from whom.

**Part B To be completed by the Present Head of Department**

The Head of Department will have to report on:

* Candidate’s scientific ability and suitability
* Project

**Part C: To be completed by Proposed Supervisor**

The Supervisor will have to report on:

* Can the running expenses of the project be met with the support grant of £3000 pa
* Expenses note
* Project Plan
* Meeting frequency with candidate
* How will the applicant be trained?
* Candidate’s scientific ability and suitability
* Would an honorary clinical contract be sought for the candidate?
* Clinical contract level
* Clinical contract specialty
* Clinical contract org
* Clinical contract org description
* Does the project involve human subjects? -If YES, you will be asked to send in evidence of local Research Ethics Committee approval or explain, why in your view, it is not required. If you have approval from the Research Ethics Committee, please also state the date it was granted?
* Research Ethics Approval
* Areas of Interest
* Existing Grants
* Publications