



**Arts and
Humanities
Research Council**



SWW DTP2 Recruitment Process 2020/1 Guidance for Applicants

1. SWW DTP2

Made up of ten institutions (Aberystwyth University, Amgueddfa Cymru – National Museum Wales, Bath Spa University, University of Bristol, Cardiff University, Cranfield University, University of Exeter, University of Reading, University of Southampton, and UWE Bristol), and funded by those institutions and by the Arts and Humanities Research Council, the [South, West and Wales Doctoral Training Partnership](#) offers unparalleled opportunities to Arts and Humanities PhD students for cross-institutional supervision in both disciplinary and cross-disciplinary projects. Together with our multiple [arts, heritage, cultural, and creative economy partners](#), SWW DTP2 aims to develop researchers who will be equipped for a wide range of careers through the acquisition of research-based, employability, entrepreneurial, and interpersonal skills vital to the 21st-century knowledge economy. SWW DTP2 provides [bespoke support and training](#) tailored to each student's project and career aspirations, enriched by the world-class expertise and state-of-the-art resources offered through the SWW DTP2 Consortium.

We are looking for applicants from the UK or from overseas with evidence of exceptional promise for PhD study. You will have a compelling research project that will benefit from the expertise which we can offer in and across a range of subjects, and from our rich academic resources and network of non-HEI (Higher Education Institution) partners. As an SWW DTP student you will be provided with access across institutional boundaries to the most relevant and cutting-edge expertise through these collaborative supervisory teams – normally involving supervisors at two different Consortium institutions. This will ensure an exceptional breadth and depth of support for your research project.

SWW DTP2 students also benefit from a unique enhanced training programme designed to develop the disciplinary, multi-disciplinary, and interpersonal skills required by researchers in the Arts and Humanities. You will have access to bespoke individual training along with collective cohort development which will offer you opportunities to engage in interdisciplinary debate with your peers and with academics and other experts from across the Consortium and beyond.

2. Eligibility for studentships

(i) Full- and part-time

SWW DTP2 studentships are open to full-time and part-time applicants from the UK or overseas (applicants from the EU are now included in the broader category of 'overseas students'). Students in full-time employment during their PhD are not eligible for a studentship. A student in part-time employment during their PhD may be eligible for a part-time award; part-time study should not be less than 50% of full-time.

(ii) *Previous education/training*

To be eligible to apply for an SWW DTP2 studentship you should normally have, or be studying for, a Master's degree or similar postgraduate qualification. You should also have met all the course requirements of your home institution before the start date of the SWW DTP2 studentship. If you do not have experience of formal postgraduate study, you would be eligible to apply for a studentship only if you can demonstrate evidence of sustained experience beyond your undergraduate degree that is specifically relevant to your proposed research topic and that could be considered equivalent to Master's study.

3. Value of studentships and residence requirements

SWW DTP2 studentships entitle both UK and overseas doctoral students to a tuition fee award of £4,407 per annum – at 2020/1 rates (these are updated annually by UKRI, usually in January) – or part-time equivalent.

Applicants ordinarily resident in the UK who are awarded a studentship will receive from the AHRC a maintenance award of £15,285 per annum at 2020/1 rates (or part-time equivalent). (For purposes of residence requirements, 'UK' in this document includes the Channel Islands and the Isle of Man.)

Please note that for overseas students UKRI/AHRC (and therefore SWW DTP) will only fund fees to the equivalent of the Home UK fee of £4,407 at 2020/1 rates. However all Consortium partners charge a higher PhD for overseas students – there will therefore be a 'shortfall' to be made up between the UK Home fee and that higher fee. At the time of writing and publishing this document it is uncertain whether SWW DTP will be able to offer a uniform approach to this shortfall. Some will certainly be waiving that difference (i.e. not charging overseas the higher fee). Others may not. We will amend this document and announce any changes on our website as soon as this becomes clear.

Residence requirements for research council funding for postgraduate research are based on the [Education \(Fees and Awards\) \(England\) Regulations 2007](#) and subsequent amendments. Please note that the award of Studentships to overseas applicants is conditional upon their obtaining any necessary visas or permits to study in the UK. SWW DTP2 does not handle visa inquiries, so *all* overseas applicants should discuss these with the relevant personnel (usually via the Graduate School) in their lead institution (i.e. the institution to which they are applying for a place to study) and/or embassies and consulates in their country of residence. Partner institutions have professional advisors in place to help with such queries. Please note that after 1 January 2021 and the consequences of 'Brexit', requirements for students living in the EU will have changed. It is not necessary to secure visas before applying for Studentships but it will be necessary to have the appropriate documentation in place before beginning your PhD studies.

In addition to their award, studentship holders benefit from additional funding opportunities to support their training, professional development, and research costs.

4. Duration of studentships

An SWW DTP2 studentship lasts three years eight months (or part-time equivalent). You will be expected to undertake and complete your PhD thesis, any known or expected placements, and/or any training essential to the completion of the thesis within that period. Once their studentship has

begun, a studentship holder may apply to *extend* their studentship for up to four months (so up to four years in total), *either* to take up an ad hoc placement opportunity that is not planned or expected but that becomes available during the studentship, or could not be completed without an extension, and would be beneficial to the student's development, *or* to facilitate a project that from the outset requires a research timeline of longer than three years and eight months due to the exceptional academic requirements of the research.

The AHRC expects all students to submit their project no later than four years after the start of their award (or part-time equivalent), regardless of whether an extension to the studentship period is granted, *unless* a period of suspension has been granted by their home institution for reasons such as maternity, adoption or shared parental leave, illness, or other exceptional personal circumstances.

If you have already begun doctoral study, you may apply for a studentship for the remainder of your studies, providing that, at the start of the studentship, you will have at least 50% of your period of study remaining (excluding any 'writing up' year or part-time equivalent).

5. Your SWW DTP2 application

By making an application to SWW DTP2 you are applying for a studentship only. *You will still need to make a separate application to your choice of **home institution** for your place on your preferred PhD programme.* You do not need to wait for the outcome of your SWW DTP2 application before applying to your home institution, indeed you are advised to apply at roughly the same time as applying for the studentship or even before then. If awarded a studentship, you must ensure that you have a confirmed place at your choice of home institution by the start of the award.

Applications for an SWW DTP2 studentship must be completed online, via <https://swwdtp.fluidreview.com>, at any time from Monday 30 November 2020 until 11.59 pm on Monday 25 January 2021. There is a link to the online application process on the SWW DTP website: <https://www.sww-ahdtp.ac.uk/>.

You will need to nominate two referees (at least one of whom must be an academic) and they must upload their references before you can submit. Please therefore ensure that their references are completed before the application deadline so that you can submit on time. We advise that you communicate with your referees about this process *in very good time* to ensure that they are aware of the deadline requirement. Referees do not appreciate being put under time-pressure.

Once an application form is submitted, *you will not be able to edit the contents.* 'Submission' means you are willing for SWW DTP2 to log the application as complete. Likewise, please make sure all the documents required are uploaded to your application at the point of submission.

6. Types of studentships

There are [two different types](#) of SWW DTP2 studentship for which you can apply:

A. *Student-Led Awards:* We invite high-quality applications from prospective students who wish to propose their own research project. In your application you will nominate two supervisors who have agreed to supervise your project. These two nominated supervisors must come from different SWW

DTP2 institutions unless appropriate academic expertise is available within only one institution (and this must be demonstrated as part of the application).

B. Collaborative Doctoral Awards: These are doctoral studentship projects developed by Consortium academics working in collaboration with an organisation outside of higher education. The supervisory team is pre-determined and consists of two Consortium academics and a member of the non-HEI organisation. CDAs provide students with an opportunity to gain first-hand experience of work outside the university environment, and thus to enhance the employment-related skills and training which a student will gain during the course of their award.

The remainder of this document goes into more detail concerning the application process for the two types of studentship. *All the information in sections 1–5 above applies to **both** studentship types.* You may submit an application in both the Student-Led and the CDA competition, but the projects must be distinct from one another. If you wish to submit an application to both competitions, please select ‘both’ when asked in the Research Project Proposal Form and ensure that you complete the subject and research proposal questions for both type of awards.

If you submit an application in both competitions and are subsequently selected to undertake a CDA project, you will need to choose which application to proceed with – it is not permissible to have an application in both competitions once the CDA applicant selection stage has been completed.

A. Student-Led Awards

(i) Application timeline

The timeline for applications for Student-Led Awards is as follows:

Application system opens	Monday 30 November 2020
Application deadline	11.59 pm Monday 25 January 2021
Notification of awards	Thursday 1 April 2021
Deadline for awardee acceptance	Thursday 29 April 2021

(ii) Content of application form

On the online application form you will be asked to provide the following information:

- Personal information
- Current/previous education
- Relevant current/previous employment
- Nominated home institution and supervisor – *see (iii) below*
- Nominated co-supervising institution and supervisor – *see (iii) below*
- One, two, or three subject areas – *see (iv) below*
- Research Project Proposal – *see (v) below*
- Bibliography – *see (v) below*
- Additional material for practice-based applicants only – *see (vi) below*
- SWW DTP2 Alignment Statement – *see (vii) below*
- Diversity information
- Two references
- Certificates of educational achievement.

(iii) Supervisors

Please make sure you have the agreement of *both* your nominated supervisors before including their names in your application. SWW DTP2 recommends contacting *both* your intended supervisors as early as possible in the application process. You can search for prospective supervisors [on our website](#) and on the websites of SWW DTP2's member institutions. If you have identified a prospective home institution supervisor but are uncertain about co-supervision, the home institution supervisor may be able to help you select the most suitable co-supervisor.

(iv) Disciplines and subjects

SWW DTP2 welcomes and encourages both single-subject and interdisciplinary applications that are identifiably located within one or more of the subject areas listed below:

- Applied Arts History, Theory and Practice
- Archaeology
- Art History
- Asiatic & Oriental Studies
- Celtic Studies
- Classics
- Creative Writing
- Cultural and Museum Studies
- Cultural Geography
- Cultural Studies (Policy, Arts Management and Creative Industries)
- Cultural Studies and Popular Culture
- Dance
- Design
- Digital Arts & Photography History, Theory and Practice
- Drama and Theatre Studies
- English Language and Literature
- Ethnography and Anthropology (Languages and Literature and/or Visual Arts only)
- Film History, Theory and Criticism
- Fine Art History, Theory and Practice
- French Studies
- German Studies (including Dutch and Yiddish)
- Hispanic, Portuguese and Latin Studies
- History
- Interpreting and Translation
- Italian Studies
- Journalism and Publishing
- Languages and Literature (including American Studies, Life-writing, History and Development of English Language, Literary and Cultural Theory, Post-Colonial Studies, Comparative Literature, Medieval Literature, Comparative Studies, Gender and Sexuality)
- Law and Legal Studies
- Linguistics
- Middle Eastern and African Studies
- Music
- New Media/Web-Based Studies
- Philosophy
- Political Science and International Studies (Diplomacy & International Relations)
- Russian, Slavonic and Eastern European Studies
- Television History, Theory and Criticism
- Theology, Divinity and Religion
- Visual Arts (covering Art Theory & Aesthetics; Community Art; Installation and Sound Art History, Theory and Practice; Film-Based and Time-Based History, Theory and Practice)

SWW DTP2 also welcomes and encourages interdisciplinary applications that go beyond the boundaries of the Arts and Humanities and involve research in other fields of study, providing that the approach and methodologies used are primarily situated within the Arts and Humanities and the home supervisor and programme of PhD study are based in one or more of the subject areas above.

Please specify in your application *one, two, or three* of the subject areas above into which your research falls. If your application is interdisciplinary with a subject beyond the boundaries of the Arts and Humanities, please specify that subject area, together with *one or two* of the subject areas listed above. SWW DTP2 will ensure that your application is reviewed by at least one specialist in each of the fields that you specify. Please do *not* therefore specify two or three subject areas unless you are happy for your application to be reviewed by specialists in each of the fields that you specify.

(v) Research Project Proposal

Your research project proposal must be **no longer than 1,500 words**. Its purpose is to show why and how you will undertake an academic piece of research which is

- original
- significant
- a contribution to knowledge
- achievable within the required timeframe.

Although there is no one right way to write a research proposal, your research proposal should

- begin with a working project title
- be sufficiently specific so as to be answerable within the period of time available for completing your thesis
- describe the research problem(s)/question(s)/hypothesis(-es) that you plan to address
- state why it is/they are interesting and important, both to you and more widely
- outline the research methods that you plan to use and why they are appropriate and feasible
- offer a selective and critical review of the relevant scholarly literature, assessing its strengths and weaknesses, to show your understanding of the main debates and issues in your research area and how your proposed research will add to, or reconceptualise, them
- address your preparedness to undertake this particular PhD research project
- give a provisional timeline for the completion of your PhD research project
- indicate any specialist training or development needs (e.g. languages) or placement plans
- be clearly written in an appropriate academic register.

The Bibliography to your proposal should be submitted as a separate document, uploaded via your main task list on the application system. The Bibliography should simply contain bibliographical details of any works that you cite during the course of your research project proposal. It is **not** meant as an opportunity for you to list all the works in your field with which you are familiar.

(vi) Additional material for creative/practice-based applicants

Creative output can be produced or practice undertaken as an integral part of a research process. The AHRC expects this to be accompanied by some form of documentation of the research process, as well as some form of textual analysis or explanation to support its position and to demonstrate critical reflection. Creativity or practice which involves no such processes are therefore not eligible for a studentship. For research to be considered practice-led, your own practice must be an integral part of the proposed project, and the creative and/or performative aspects of the research should be made explicit. The research carried out should bring about enhancements in knowledge and understanding in the discipline, or in related disciplinary areas.

If you are a practice-based applicant, you should provide links to additional material to demonstrate the practical/creative skills that you possess – for instance

- a portfolio of visual evidence
- a show reel
- links to websites
- links to reviews of your work.

Total video content should be **no longer than 30 minutes**. You should explain how this supplementary evidence demonstrates your ability to undertake sustained practice-led doctoral study. **A limit of 250 words applies.**

(vii) *SWW DTP2 Alignment Statement*

Your SWW DTP2 Alignment Statement, which must be **no longer than 500 words**, should focus on how you will benefit from what SWW DTP2 provides – why you want to work within this distinctive community of researchers – and what makes you stand out in an extremely competitive field. This extends beyond funding and includes

- justifying your choice of supervisors and making use of cross-supervisory relationships
- engaging with organisations in the arts, creative economy, heritage and museums, archives, and libraries (this may include formal [SWW DTP2 partners](#), though this is not required)
- benefiting from the training and activities provided by SWW DTP2.

It is not expected that you have fully formed plans at this stage, simply that you are aware of, and open to, the possible synergies these resources may create with your research as it matures through your PhD.

(viii) *Assessment criteria*

Your application will be assessed using the following general criteria:

1. Preparedness or promise for doctoral research
2. Quality of the research project proposal
3. SWW DTP2 alignment (an awareness of, and engagement with, the benefits and opportunities of the SWW DTP2 programme)

The expanded criteria are as follows:

1. Preparedness or promise for doctoral research

Selection criterion: *Aptitude for advanced academic research in the discipline(s) central to the proposed research project which may be evidenced by current or completed performance in an undergraduate degree and research preparation master's programme and/or other forms of preparation or training for research.*

Grade	Descriptor
5	Exceptional, showing outstanding aptitude
4.5	
4	Excellent, showing a high degree of aptitude
3.5	
3	Very good, showing clear aptitude for doctoral research

2.5	
2	Good, showing some aptitude for doctoral research
1.5	
1	Showing marginal aptitude for doctoral research

2. Quality of the research project proposal

Selection criteria: *A research project proposal that*

- a) *clearly articulates a research question or questions of acknowledged significance to the appropriate discipline(s)*
- b) *identifies research resources that merit further study and are accessible for research*
- c) *outlines an appropriate methodology*
- d) *demonstrates an awareness of the research context surrounding such a question or questions, resources, and methodology*
- e) *can be completed within the time period prescribed by the AHRC (see above).*

Grade	Descriptor
5	An exceptional research proposal of exceptionally high quality
4.5	
4	An excellent research proposal of high quality
3.5	
3	A very good research proposal, with clear potential
2.5	
2	A good research proposal but unlikely to be fundable
1.5	
1	An insufficiently strong research proposal to merit consideration for funding

3. SWW DTP2 alignment

Selection criteria:

A research project proposal that can be supported appropriately by the academic resources of SWW DTP2 and a research project proposal and SWW DTP2 alignment statement that demonstrate an awareness of and engagement with:

- f) *the benefits offered by co-supervision, usually across two universities*
- g) *the project-related, personal, and professional development opportunities of SWW DTP2's training provisions*
- h) *the scope for research development offered by its non-HEI partner organisations*
- i) *SWW DTP2's thematic research environment and enabling methods.*

Grade	Descriptor
5	Exceptional evidence of alignment with the aims of SWW DTP2
4.5	
4	Excellent evidence of alignment with the aims of SWW DTP2
3.5	
3	Very good evidence of alignment with some aims of SWW DTP2
2.5	
2	Some evidence of alignment with at least one aim of SWW DTP2
1.5	
1	Little evidence of alignment with the aims of SWW DTP2

B. Collaborative Doctoral Awards (CDAs)

(i) Application timeline

The timeline for applications for CDAs is as follows:

Application system opens	Monday 30 November 2020
Application deadline	11.59 pm Monday 25 January 2021
Applicant interviews	February 2021
Deadline for revised application by chosen applicants	Wednesday 3 March 2021
Notification of awards	Thursday 1 April 2021
Deadline for awardee acceptance	Thursday 29 April 2021

The eight CDA projects available in 2020/1 will be advertised no later than Monday 30 November 2020. Interested applicants should email the named contacts, copying in the SWW DTP2 Hub (swwdtp-enquiries@bristol.ac.uk), to discuss the project before developing an application to be considered by the supervisory team. You may apply for only *one* CDA project. Your application must be submitted by 11.59pm on Monday 25 January 2021.

(ii) Content of application form

On the online application form you will be asked to provide the following information:

- Personal information
- Current/previous education
- Relevant current/previous employment
- One, two, or three subject areas – *see (iii) below*
- CDA research project proposal – *see (iv) below*
- SWW DTP2 Alignment statement – *see (v) below*
- Diversity information
- Two references
- Certificates of education

(iii) Disciplines and subjects

SWW DTP2 welcomes and encourages both single-subject and interdisciplinary applications that are identifiably located within one or more of the subject areas listed under A(iv) – the Student-Led awards – above (there are no differences between the eligible subject areas for the two routes).

SWW DTP2 also welcomes and encourages interdisciplinary applications that go beyond the boundaries of the Arts and Humanities and involve research in other fields of study, providing that the approach and methodologies used are primarily situated within the Arts and Humanities and the home supervisor and programme of PhD study is based in one or more of the subject areas listed under A(iv) above.

Please specify in your application *one, two, or three* of the subject areas above into which you expect your CDA research project to fall. If your application is interdisciplinary with a subject beyond

the boundaries of the Arts and Humanities, please specify that subject area, together with *one or two* of the subject areas listed above.

(iv) CDA Research Project Proposal

Your research project proposal must be **no longer than 1,500 words**. Please do not include a bibliography here – you can upload it via your main task list on the application system.

The purpose of your research project proposal is to show why and how you will undertake an academic piece of research which is

- original
- significant
- a contribution to knowledge
- achievable within the required timeframe.

The proposal should also address why you are the most appropriate candidate to undertake this particular CDA project, what you will bring to the project, and the enhanced skills that you will develop by undertaking a CDA project.

Although there is no one right way to write a research proposal, your research proposal should

- begin with a working project title
- be sufficiently specific so as to be answerable within the period of time available for completing your thesis
- describe the research problem(s)/question(s)/hypothesis(-es) that you plan to address
- state why it is/they are interesting and important, both to you and more widely
- outline the research methods that you plan to use and why they are appropriate and feasible
- offer a selective and critical review of the relevant scholarly literature, assessing its strengths and weaknesses, to show your understanding of the main debates and issues in your research area and how your proposed research will add to, or reconceptualise, them
- address your preparedness to undertake this particular PhD research project
- explain why you are an appropriate applicant to undertake this particular CDA project and how your experience and skills have shaped the originally advertised project proposal
- set out the enhanced skills that you will develop by undertaking this particular CDA project and how completing the project will contribute to your specific career goals
- indicate any specialist training or development needs (e.g. languages) or placement plans
- be clearly written in an appropriate academic register.

The Bibliography to your proposal should be submitted as a separate document, uploaded via your main task list on the application system. The Bibliography should simply contain bibliographical details of any works that you cite during the course of your research project proposal. It is **not** meant as an opportunity for you to list all the works in your field with which you are familiar.

(v) SWW DTP2 Alignment Statement

Your SWW DTP2 Alignment Statement, which must be no longer than 500 words, should focus on how you will benefit from what SWW DTP2 provides – why you want to work within this distinctive community of researchers – and what makes you stand out in an extremely competitive field. This extends beyond funding and includes

- explaining how you will make use of the cross-supervisory relationships inherent in the CDA project
- engaging with organisations in the arts, creative economy, heritage and museums, archives, and libraries beyond the non-HEI CDA partner
- benefiting from the training and activities provided by SWW DTP2.

It is not expected that you have fully formed plans at this stage, simply that you are aware of, and open to, the possible synergies these resources may create with your research as it matures through your PhD.

(vi) *Assessment criteria*

Your application will be assessed using the following criteria:

1. Preparedness or promise for doctoral research
2. The student fit to the project and capacity to develop skills and enhance their employability
3. SWW DTP2 alignment (an awareness of, and engagement with, the benefits and opportunities of the SWW DTP2 programme)

The expanded criteria are as follows:

1. Preparedness or promise for doctoral research

Selection criterion: *Aptitude for advanced academic research in the discipline(s) central to the proposed research project which may be evidenced by current or completed performance in an undergraduate degree and research preparation master's programme and/or other forms of preparation or training for research.*

Grade	Descriptor
5	Exceptional, showing outstanding aptitude
4.5	
4	Excellent, showing a high degree of aptitude
3.5	
3	Very good, showing clear aptitude for doctoral research
2.5	
2	Good, showing some aptitude for doctoral research
1.5	
1	Showing marginal aptitude for doctoral research

2. The student fit to the project and capacity to develop skills and enhance their employability

Selection criterion: *Suitability of the student to the project and capacity to develop skills and enhance their employability.*

Grade	Descriptor
5	Exceptional fit to the project and capacity to develop skills and enhance employability
4.5	
4	Excellent fit to the project and capacity to develop skills and enhance employability
3.5	
3	Very good fit to the project and capacity to develop skills and enhance employability

2.5	
2	Good fit to the project and capacity to develop skills and enhance employability
1.5	
1	Marginal fit to the project and capacity to develop skills and enhance employability

3. SWW DTP2 alignment

Selection criteria: *An awareness of and engagement with*

- a) *the benefits offered by supervisory arrangements consisting of a non-HEI supervisor and two HEI supervisors (usually across two universities)*
- b) *the project-related, personal and professional development opportunities of SWW DTP2's training provisions*
- c) *the research development scope offered by SWW DTP2's approach to partnerships*
- d) *the thematic research environment and enabling methods.*

Grade	Descriptor
5	Exceptional evidence of alignment with the aims of SWW DTP2
4.5	
4	Excellent evidence of alignment with the aims of SWW DTP2
3.5	
3	Very good evidence of alignment with the aims of SWW DTP2
2.5	
2	Some evidence of alignment with at least one aim of SWW DTP2
1.5	
1	Little evidence of alignment with the aims of SWW DTP2

(vii) Having assessed the applications by the above criteria and created a shortlist, the supervisory teams (both HEI and non-HEI supervisors) will interview all shortlisted applicants. You will be contacted by the SWW DTP Hub during February to let you know whether or not you have been shortlisted, and, if you have, to arrange an interview time. Interviews will take place remotely this year. The purpose of the interview is to allow the supervisory team to select the most suitable candidate according to the SWW DTP2 Applicant Assessment Criteria.

(viii) After all the interviews have taken place, the SWW DTP Hub will contact all interviewed applicants to let them know whether or not they have been selected. Please note that even if you are selected at this stage, the award is not guaranteed but is contingent on approval from the CDA Panel and the final SWW DTP2 Awarding Board.

(ix) The selected applicant will be invited to refine the project proposal in collaboration with the supervisory team to reflect the applicant's interests/experience; the project proposal should not however depart in fundamental aspects from the description of the original project. The revised proposal is the version that will be submitted to the CDA Panel and the Awarding Board for final decision.

(x) The final project proposal must be submitted to the Hub via email to swwdtp-enquiries@bristol.ac.uk by Wednesday 3 March 2021. The selected applicants for each of the CDA projects will be informed on Thursday 1 April 2021 whether or not they have been awarded a CDA studentship.