

## BritishSpanish Society Scholarships 2019 Candidate Application Pack

### How to apply for a Scholarship

Applications, either direct or via an academic sponsor, should be made by **15 February 2019** to the Grants Secretary of the Society via email to [info.scholarship@britishspanishsociety.org](mailto:info.scholarship@britishspanishsociety.org)

Valid application packs must include:

- A completed application form (including contact details, profile, project and centre)
- A scanned copy of your passport or identity card
- A scanned copy of the letter of acceptance from the academic institution
- Letter/s of reference from an academic sponsor

### Scholarship policy

Scholarship policy, applicants for grants should consider the following:

1. Applicants must be United Kingdom or Spanish nationals who are or will be engaged in university studies at postgraduate level that have some connection with bilateral links and relationships between the United Kingdom and Spain in any field of academic interest.
2. Applicants may be undergraduates in their final year, or be postgraduates seeking, for example, to extend existing qualifications or to carry forward research already initiated.
3. Candidates should already have been unconditionally accepted at the University of their choice and be able to provide written confirmation of this (a scanned copy of your acceptance letter will suffice).
4. References must be presented in official letter-headed paper, dated, stamped and signed by the referee. We will accept recent letters, dated less than one year prior to the application deadline (a scanned copy of your reference letter will suffice). Email references will be equally accepted, provided they have been sent from the official email account of the academic sponsor. Candidates failing to provide references in the correct format could be disqualified from the selection process.
5. The ethical conduct section at the end of this application form must be filled in by all applicants.
6. The Society's aim is to provide support for a course or research project which would not be possible without this additional funding.
7. When considering applications, the Council will take into account whether they conform to the objectives of the Society, which is a non-political organisation whose aim is to promote friendship and understanding among the peoples of the United Kingdom and Spain through knowledge of each other's customs, institutions, history and way of life.
8. Successful applicants are expected to join the BritishSpanish Society and become members of the Charity for a minimum period of one year. Membership should be active before the date of the awards ceremony. A small fee applies, including a 50% student discount.

BritishSpanish Society, 7 New Quebec Street, Marylebone, London W1H 7RH  
Tel: 07903 801576 Membership email: [membership@britishspanishsociety.org](mailto:membership@britishspanishsociety.org)  
Enquiries email: [info@britishspanishsociety.org](mailto:info@britishspanishsociety.org) **britishspanishsociety.org**

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9. Details of the benefactors that very generously support our programme can be found on the BritishSpanish Society website. Their representatives will be involved in the selection process.

10. Grants can include allowances for research materials, travel, academic fees and, where appropriate, accommodation. Each grant will be of £5000.

11. Awarded candidates will be asked to submit a short article on their research and experiences for publication in the Society's La Revista, within nine months after the scholarship award.

12. Publications regarding the granted research/project should mention that it was made possible thanks to the support of [name of the Principal Supporter] and the BritishSpanish Society Grant. Reference of publications regarding the funded project should be sent to [info.scholarship@britishspanishsociety.org](mailto:info.scholarship@britishspanishsociety.org)

13. Awarded Master Degree projects should mention the essential support of the Principal Supporter and the BritishSpanish Society Grant on their final theses.

14. If the awardee appears in the media in relation to the funded research/project, it should be notified to the BritishSpanish Society at [info.scholarship@britishspanishsociety.org](mailto:info.scholarship@britishspanishsociety.org)

15. Applications can be submitted from December 2018 (in the first instance to the Grants Secretary) until the closing date for applications 15 February 2019. Please note that no applications, or further documents, will be accepted after 15 February 2019. It is intended that the six main scholarship awards (one for each Principal Supporter, two for Santander Universities) will be awarded in May 2019 at a ceremony reception at the Embassy of Spain in London.

16. The BritishSpanish Society will contact successful applicants by email with appropriate notice. If the Charity receives no confirmation of acceptance of the award and attendance to the Ceremony within five working days from the first notification email, the Charity will attempt different means to reach the candidate. Failing to establish contact within five working days, the candidate could be disqualified. Details regarding the Awards Ceremony will reach awardees at a later stage and with appropriate notice.

17. The project will be evaluated as:

- Outstanding: ≥90 points
- Very good: 80-90 points
- Good: 70-79 points
- Satisfactory: 60-69 points
- Limited: less than 60 points

Note: When assessing the strength of applications for the BritishSpanish Society scholarships, apart from considering whether they conform with the objects of the Society, the relevance of candidates' applications to the work of our Principal Supporters may be taken into account. Candidates may want to reflect on how best to present their applications with reference to our Supporters' websites, and are welcome to indicate if they feel their application is especially suited to the interests of a particular Supporter. Past awarded candidates' profile highlights and project summaries are available on our website for guidance.

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## BritishSpanish Society Scholarship 2019 Application Form

### Personal details

Name and surname/s:	
Date of birth:	Country of origin:
Full postal address:	
University email:	Telephone No.:
Personal email:	Second telephone No.:

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## Introduction

**A. Candidate's profile highlights (max. 10 bullet points, 200 words approx.).**

**B. Project summary (max. 100 words)**

Only shortlisted candidates' introduction will be evaluated. This content will be published on our website and institutional materials for awarded candidates only.

## Evaluation

**C. Candidate's profile - CV or equivalent (up to 20 points)**

1. Education up to 10 points
2. Professional experience up to 10 points

**D. Project (max. 600 words. Up to 70 points)**

1. Clarity of the exposition up to 10 points
2. Methodology up to 10 points
3. Impact up to 30 points
4. British – Spanish link up to 20 points

**E. Centre (up to 10 points)**

1. Why the centre is appropriate to develop the proposed research

Name of academic institution:	
Date started (mm/yyyy):	Estimated finishing date (mm/yyyy):
Expected qualification*:	
Subject area:	
Key subject areas studied:	
Project title:	

*\*this qualification must be the one for which you are requesting financial support from BritishSpanish Society (e.g. PhD in Linguistics).*

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## BritishSpanish Society Ethical Code

The BritishSpanish Society wishes to adhere to the ethical rules approved by different institutions such as the EU. BSS Scholarship candidates must ensure that their research follows the **Twelve Golden Rules to Ethical Research Conduct**:

1. Respects the integrity and dignity of persons (that this intrinsic worth protects them from being used for greater perceived benefits).
2. Follows the “Do no harm” principle. Any risks must be clearly communicated to subjects involved.
3. Recognizes the rights of individuals to privacy, personal data protection and freedom of movement.
4. Honours the requirement of informed consent and continuous dialogue with research subjects.
5. Treats animals with respect and works under humane conditions before, during and after the research.
6. Designs animal research in accordance with the 3 Rs: Replacement, Reduction, Refinement.
7. Respects the principle of proportionality: not imposing more than is necessary on your subjects or going beyond stated objectives (mission creep).
8. Treats societal concerns seriously – a researcher’s first obligation is to listen to the public and engage with them in constructive dialogue, transparently, honestly and with integrity
9. Tries to prevent being openly available for mis-use or malignant dual use by terrorists or military organizations.
10. Recognises the wholeness of an individual and that any modification (genetic or technological) does not interfere with this principle.
11. Respects biodiversity and does not impose irreversible change that threatens the environment or ecological balance.
12. Builds on the understanding that any benefits are for the good of society, and any widely shared expressions of concern about threats from your research must be considered (with the acceptance that perhaps certain research practices might have to be abandoned).

I have noted the above assessment and, if my project is funded by a BritishSpanish Society Scholarship Award, I will take appropriate steps to ensure all actions raised are completed satisfactorily in line with the above ethical code.

<b>Project/Description of activity:</b>	
<b>Project Supervisor name*:</b>	
<b>Candidate name:</b>	
<b>Candidate signature and date:</b>	<b>Supervisor signature and date*:</b>

\*College Principal, Dean of School, Business Group Director or Head of Department.

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