

## School of Health and Social Care

### Checklist for PhD applicants

**All applicants should:**

- Complete ALL sections of the online application form
- Clearly state your qualifications and work experience (these should be included on the online application form even if you enclose a separate CV)
- Enclose supporting evidence of academic and/or professional qualifications
- Pass on the reference request letters to your referees
- Ensure that you keep the School notified of any change to your personal circumstances
- Ensure that you inform the School of the outcome of any qualification(s) not yet obtained
- Attach a 3000 word proposal detailing the proposed topic and methodology of your doctorate
- Attach a 500 word statement detailing how your previous qualifications or experience enable you to undertake the proposed research in terms of your own research skills and your knowledge of the research topic

If you do not complete all of these steps, the processing of your application may be delayed.