

Summer Student Scholarships 2019 – FAQ

Please read the **2019 Applicant Guidance Notes** for this scheme where further information is available.

Am I eligible?

You are eligible if:

- You are an undergraduate student;
- You are currently studying **full-time or part time** in a health/social care-related discipline at a university/third level institute in Ireland. This may include but is not limited to health sciences, social sciences, informatics, mathematics, statistics, and management sciences;
- If you are a part-time student you must be able undertake the scholarship on a **full-time basis for a maximum of eight weeks** during the summer of 2019;
- You are **not in the first or final year** of your degree course;
- You do not already **hold a PhD**;
- You do not already hold a **MSc by research and/or a taught MSc with a significant research component**;
- You **are not** registered in an **intercalated degree course** that has a research component such as research placements, MSc or PhD;
- You **have not** worked as a research assistant, research technician or in **any role with a significant research component**;
- You have **not previously received** an HRB Summer Student Scholarship.

How do I apply?

- Download and read the Guidance Notes for the scheme.
- Secure the support of an appropriate, suitably qualified Academic Sponsor (typically a minimum of four years active research experience) who is currently employed in a Higher Education Institution in Ireland. Sponsor's career breaks, flexible working arrangements, change of disciplines or sector, etc. will be taken into consideration when reviewing his/her minimum 4 years active research experience to assess suitability.
- Identify a HRB approved Host institution to administer the award. This must be the University/third level institution in which you are currently studying for the degree or the Higher Education Institute of the Academic Sponsor.

- Plan to undertake a research project in one of the following research areas: patient-oriented research, health services research, or population health research.
- Access the online applications system GEMS via the HRB website <http://www.hrb.ie/grants>
- There is a video tutorial available to guide you. You may also access GEMS directly via <https://grants.hrb.ie>. Register on GEMS and complete the online application form, making sure that you complete all relevant sections and upload all the required documentation.
 - *Please also note that if you require ethical approval for any part of your project you should take into account the time required apply for new ethical approval from the relevant Research Ethics Committee. Ethical approval must be in place prior to starting the summer project, if awarded.*

Whom do I contact if I have a question regarding the GEMS system?

- The online tutorial should help you in starting to use GEMS but if you need further assistance please contact the GEMS helpdesk gemshelp@hrb.ie

Which Host Institution do I select?

The Host Institution (HI) **must be the university/third level institution** where you are undertaking the degree or the Higher Education Institute where the Academic Sponsor is based. The HI will administer the scholarship in line with the terms and conditions set out by HRB.

The HI must also be a HRB recognised as Host Institutions for all HRB research awards. Please find more information regarding policy on approval of Host Institutions including a list of eligible institutions at <https://www.hrb.ie/funding/funding-schemes/before-you-apply/all-grant-policies/hrb-policy-on-approval-of-host-institutions/>

My application has been submitted but I realise I have amendments to make/a document to upload – is it possible to amend the application?

- In fairness to all other applicants, once the HI has submitted your application and associated documents it cannot be edited or un-submitted. Please make sure to review your application carefully before you send it to the HI for submission.

Is there a payment for the duration of the Scholarship?

- Yes - the scholarship will fund you €300 per week for a maximum of eight weeks. This payment is made by the nominated Host Institution directly to you. If you are successful you will need to contact the Research/ Finance office of your HI to arrange payment. In order to receive any payment you must complete a Revenue Student Scholarship Declaration Form and submit it to your HI. This form is available for download on the HRB website <http://www.hrb.ie/grants/>

- If you are successful in your application, you should complete the form and submit it to the Research/ Finance office in your HI before you start work on your project.

What is the earliest start date for the scholarship?

- The earliest date you may begin your research project is **Monday, 3 June 2019**.

What is the latest completion date for the scholarship?

- Your research project must be completed by **Friday, 13 September 2019** to enable you to complete and submit your report to the HRB by mid-October.

When do I have to submit the required reports to the HRB?

- The date of submission of completed Student and Sponsor Reports to the HRB will be **Friday, 11 October 2019**.

When is the DEADLINE for applications to the HRB?

- **Thursday, 14 February 2019 at 13.00.**

Please note that the nominated Host Institution will approve and submit each application to the HRB on behalf of the applicant. Please make this a time consideration when preparing your grant application as internal deadline within the HI may apply

If you need further information please contact:

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