

**Open Society Foundations / Staffordshire University Scholarships**  
**MSc in Economics for Business Analysis**  
**MPhil/PhD in Economics: Distance Learning Mode**

**FREQUENTLY ASKED QUESTIONS**

**1. WHY HAVE YOU ASKED FOR APPLICATIONS NOT TO BE STAPLED?**

Each year we receive many applications. The files for each applicant have to be copied so that the Selection Committee can look at them. Before copying the documents have to be checked, put in the same order and unnecessary documents separated. It takes a lot of extra time if we have to remove as many as 10 staples from separate documents for each application. Thus it saves us a lot of time if the applications and documents are not stapled. Clear plastic wallets may be used.

**2. I HAVE MANY CERTIFICATES FROM SUMMER SCHOOLS AND TRAINING COURSES, SHOULD I INCLUDE THESE?**

No. The only documents we require are those which prove your undergraduate degree (transcripts and diploma) and any Masters degree which you may have taken (again, transcript and diploma). The Selection Committee will not look at any additional certificates for training courses or summer schools etc, or your high school diploma or records, so please do not include them.

**3. WHAT IS A TRANSCRIPT?**

A transcript is the list of subjects which you have taken in your university studies, together with the grades you have obtained. It is an official university document.

**4. I WILL FINISH MY UNDERGRADUATE STUDIES IN JUNE, CAN I STILL APPLY?**

Unfortunately we are not able to consider your application unless your undergraduate studies are completed by April in the year you apply. The reason is that on this scholarship programme you are required to be in the UK by mid-July. Issuing the contract, obtaining a visa and making all the necessary travel and accommodation arrangements cannot be done in the short time between June and mid-July.

**5. I HAVE CERTIFICATES FOR ENGLISH LANGUAGE COURSES WHICH I HAVE TAKEN, SHOULD I INCLUDE THESE?**

No. Please only include a TOEFL or IELTS certificate if the date of your test is within 12 months of the deadline for your application.

**FOR PhD**

**1. I WISH TO DO MY RESEARCH ON A TOPIC NOT INCLUDED ON YOUR LIST – CAN I STILL APPLY?**

You can try and we are open to new suggestions but, given the limitations on our supervisory capacity, it may not be possible for us to provide a supervisor in that area.

**2. WHO SHOULD I ASK TO BE MY LOCAL ADVISOR?**

You should ask an experienced colleague from your own institution in the first place. She/he would be expected to help you in finding contacts or data sources if necessary and facilitate your work. If you do not have the right person in your institution, then look outside your institution. The Local Advisor should be a researcher and, if possible, an academic.

**3. I WORK FOR A PRIVATE COMPANY – CAN I STILL APPLY?**

No. Unfortunately this scholarship is for people who work in educational and research establishments or in public sector organisations involved in policy analysis and advice.