**Manchester Melbourne Dual Award Recruitment Guidance (Manchester based PGRs)**
**Cohort 6 (2025/26)**

**Programme overview**

* The Manchester Melbourne Dual Award PhD is a 3.5 year programme.
* The successful candidates will spend a minimum of 12 months at each institution.
* Application closing date: **14th March 2025**

**Proposed dates for Manchester**

* Advertisement on GOLDEN webpage: December 2024
* Interview & candidate selection completion date: May 2025 (flexible if necessary)
* Candidate start date: September 2025

**Website promotion/advertising**

* Advertising on GOLDEN webpage (including advertising for Melbourne based projects)
* Project descriptions to include links to generic PhD programmes for FSE and HUMS for admissions contacts, but link to Doctoral Academy contact page for FBMH.

**Manchester deadlines**

* One common Manchester deadline for both faculties, application closing date:14th March 2025
* All three faculties are aiming to confirm candidates by May 2025 (this date can be flexible if necessary)

**Recruitment/interview process**

* Recruitment to be held at faculty level and to have a standardised process across all three faculties.
	+ Discussions with prospective candidates need to ensure they are aware of the 12-month residency in Melbourne (as a programme requirement)
* Interview panel must include Manchester PI and Melbourne PI and one independent member (PGR Director or PGR Tutor as appropriate)
	+ Interviews should include one question or discussion around studying abroad, suggested questions:
		- Do you have experience of working/studying abroad and what do you think the challenges to this are?
		- How would you approach the transition to studying in another country?
* Following the interview informal emails will be sent to candidates if they were successful/unsuccessful/reserve list.
	+ Faculties to use template communications which are on to the [Teams channel](https://teams.microsoft.com/l/channel/19%3AoxfpC119nfLwLWHg8fcrxnhHlljzE5VSf91CF8jQ-jI1%40thread.tacv2/General?groupId=b7a8bbd3-bb94-4149-b1b5-ab679808522d&tenantId=c152cb07-614e-4abb-818a-f035cfa91a77).
	+ Informal offer emails invite candidates to formally apply to the University of Melbourne.
	+ Contact to help assist with Melbourne application is: jointphd-admin@unimelb.edu.au
* Following successful application to the University of Melbourne formal offer letters from Manchester can be sent using the standard offer letter. **The following clause must be added to the offer letter (underneath any conditions of the offer and before the research title paragraph).**
	+ *“Candidates must meet the entry requirements for both institutions, the University of Manchester and the University of Melbourne to be eligible for the dual award PhD programme.”*
* Faculties can have ‘reserve list’ candidates following interviews, for candidates who passed the interview stage but did not score as highly as the successful candidate. These should aid recruitment in case the successful candidate accepts an offer elsewhere.

**Applicant eligibility**

* Studentship funded by the PDS scheme, and includes:

Tuition fees: UK/Home fees (or international fees if approved by Faculty)

Stipend: UKRI rate (uplifted rate)
RTSG: up to £5,000 per year

Travel: up to £1,250 (whole programme)

Health insurance while at Melbourne

* International candidate recruitment: Supervisors who wish to recruit international candidates must check with their faculty to ensure that the difference in tuition fees will be covered. Additionally, if international candidates are recruited, the cost of visas and IHS payments (for coming to the UK) must be included, the offer of a studentship should be of no cost to a successful candidate.
	+ It is suggested that the candidate is reimbursed of the cost once they have completed registration and started their programme.
* Candidates need to meet entry criteria of both institutions (Melbourne’s entry criteria is usually higher). [Melbourne English Language entry requirements](https://study.unimelb.edu.au/how-to-apply/english-language-requirements/graduate-english-language-requirements)
* Details of applicants who are shortlisted for interviews to be sent to Melbourne for eligibility checking before being invited to interview.
	+ Eligibility checking at Melbourne previously took a couple of days.
	+ School/department admissions teams to send details directly to Melbourne (email address: jointphd-admin@unimelb.edu.au)

Offer acceptance

* Once candidates have accepted places at both institutions, admissions colleagues in Faculties will then need to update the Teams spreadsheet. The RDRD team will send the IGRA to the candidate and supervisors and will obtain all other signatures for the IGRA.

**Contact details:**

Faculty of Humanities: Doctoral Academy Admissions

HUMS.doctoralacademy.admissions@manchester.ac.uk

Faculty of Science of Engineering: Doctoral Academy Admissions

FSE.doctoralacademy.admissions@manchester.ac.uk