

Institute of Medical Ethics Intercalated Scholarships 2018/19 Guidelines for applicants

- 1 The scholarships are awarded to support UK medical undergraduates who wish to undertake an intercalated degree in medical ethics or in a closely allied subject of which medical ethics is a substantial component.
- 2 Scholarships of up to £2000 each will be awarded each year.
- 3 Applications must include:
 - i) A completed application form.
 - ii) Your curriculum vitae in the space provided. It must include details of your academic performance at medical school.
 - iii) An outline of a project or special interest you wish to pursue during your intercalated year in the space provided in a font size not less than 11 point. You are strongly advised to consult the guidelines 'Research methods in medical ethics' which is available on the IME website. It is appreciated that your interests may change during the course of the year and this may not be your final choice of project.
 - iv) A statement outlining your reasons for choosing to do an intercalated degree in medical ethics in the space provided in a font size not less than 11 point.
 - v) Please ask a member of staff responsible for medical ethics teaching in your home institution to complete the scholarship reference form and return with your application.
We strongly suggest that you discuss your application and particularly the outline of your project/special interest with them.
- 4 Please do not include any other documents.
- 5 Please ensure that your form is signed by a member of staff and has the official university stamp.
- 6 We are unable to accept handwritten applications.
- 7 Please note that only applications which strictly adhere to these guidelines will be considered.
- 8 Applications will be assessed using the following criteria:
 - i) Relevance of the intercalated degree to medical ethics
 - ii) Evidence of previous engagement with medical ethics/law and related activities eg SSCs in medical ethics, membership of relevant medical school societies etc
 - iii) Quality of the proposed project or declared special interest (eg relevance, background, methodology). Up to 8 references should be included.
 - iv) Your scholarship reference form completed by a member of staff.
- 9 **You may apply for a scholarship before you know the outcome of your course application. If this is so please add when you expect to learn the result of your application.**
- 10 Please send all documents by email **as a Word document with scanned university stamp and signatures** to contact@instituteofmedicalethics.org with copy to: lorraine@instituteofmedicalethics.org. ***Please note: Once we have received your application, we***

will send you a confirmation email – if you do not receive a confirmation email within one week, please telephone us on 01925 299733 to check your application has been received.

- 11 **The closing date is 23.59 Sunday 31 March 2019.** No applications will be accepted after that date.
- 12 You will be notified of the outcome by Tuesday 28 May 2019.
- 13 If your application is successful, you will be asked to provide a signed letter on your university letterhead confirming that you have passed your end-of-year exams and that you have been allocated a place on your chosen course. Once we have received this letter, an electronic bank transfer for the amount awarded will then be sent to you.
- 14 Successful applicants will also be given a year's complimentary student membership for the IME.
- 15 A report summarizing your intercalated project, in no more than 1000 words, must be sent to the IME by email within 3 months of the end of your degree. Please email it as a Word document to:
contact@instituteofmedicalethics.org.

On receipt of your report you will be sent a certificate in recognition of your award for inclusion in your portfolio. Please ensure that confidentiality is maintained in your report.
- 16 If you are awarded a scholarship, you will automatically be invited to present a poster of your project at the IME Education Conference. The winner of the scholarship category will be awarded The Mark Brennan Prize.
- 17 If you have any queries please contact us on 01925 299733 or contact@instituteofmedicalethics.org

Last reviewed: October 2018