FREQUENTLY ASKED QUESTIONS

Enquiries about Eligibility.

Question.
Is there an age limit?

Answer.
No. Applicants are normally at an early stage in their academic career, and we expect that they might not have completed more than about 4 years of postgraduate study, but there is no age limit.

Question.
I have had a part-time academic job since finishing a PhD. Am I eligible to apply?

Answer.
The Committee will consider applicants who are still at an early stage in their academic careers.

Question.
I have been out of academic life for a number of years since completing my PhD. Am I eligible?

Answer.
Yes. There is flexibility in assessing eligibility especially where a candidate has been out of academic life, has had a caring role with children or elders, or has had a non-academic career.

Question.
I have held a Junior Research Fellowship elsewhere. Am I eligible to apply?

Answer.
There is no rule against this, but generally fellowships are given to candidates at an early stage of an academic career.

Question.
My written work is not in English. If I am invited to submit work will that be eligible?

Answer.
We require all written work submitted to be in English. You may, if you wish, have work translated (which you should acknowledge) but you will have to bear the cost and be confident that the translation accurately reflects your work. If you are interviewed, the interview will take place in English.
**Question.**
I gained my PhD in dec 2012,. Have I chances at this research fellow?

**Answer.**
Candidates should normally have completed two or three years of research and may have written a PhD dissertation.

**Question.**
Does the University offer sponsorship for work visas for these fellowship positions, and if not, how have successful overseas candidates been able to take up a post in the past?

**Answer.**
Fellowships are open to anyone that fulfil all the criteria, not just UK or EU scholars. If your application was successful Magdalene/the College would liaise with you regarding the application for a work visa.

**Question.**
Could I apply with a year of postdoc? I finished my PhD in July 2016 and my Postdoc at the EUI is from Sept. 2016 to August 2017?

**Answer.**
It is OK for you to apply having begun a year’s postdoc this year.

**Question.**
Given the nature of my research, I would need to be away from the college for 9 months (June to March). Would this be a problem?

**Answer.**
There is no reason why you cannot apply just because you will be away a great deal. If your research takes you away from Cambridge, you would need to ask permission but that is a very normal thing to do and it is normally granted (unless, for example, you were taking up a paid teaching post somewhere else)!

**Enquires about Deadlines.**

**Question.**
I have missed the deadline and wonder whether I can send a late application?

**Answer.**
We regret that we are not able to accept late applications.

**Question.**
I tried to apply in time but my computer or internet link was not working. Can I still apply?
Answer.
We are sorry but we cannot accept late applications. You are strongly urged to apply for posts such as this in good time, in case of last-minute problems.

Question.
I am applying from abroad and did not realise that there was a time difference so the online page has closed. What can I do?

Answer.
The deadline is advertised as GMT and the competition closes at the time specified. Out of fairness to all candidates, we do not accept applications after the web site has closed.

Question.
When will I hear whether I need to submit written work?

Answer.
You will be emailed on or after 13 December if you are required to submit work for the Lumley Fellowship (Arts and Humanities).

And you will be emailed on or after 5 January if you are invited to submit work for the Neville Fellowship (Sciences).

Usually you have about 2/3 days in which to submit work, so it is a good idea to be ready.

Enquiries about References.

Question.
Whom should I ask to be my referees?

Answer.
You are free to choose whom to ask. One of your referees might well be your research (doctoral) supervisor. The other referee should be someone else who knows your work well. If you have completed your PhD, you might choose to ask one of your examiners.

Question.
Can my referee send the reference directly to Magdalene without using the online form?

Answer.
No. The reference need to be uploaded using the online form to complete the application. Candidates should ensure that referees are able to do this by the deadline.

Question.
My referee forgot to complete the reference. What can I do?
Answer.

Sadly your application is incomplete. The committee will look at the materials available but it is not possible to add anything after the deadline. Candidates are advised to check the completeness of the application a few days in advance of the deadline and to remind referees.

Question.

My reference is lodged with a Scholars’ Service (eg. Interfolio). Can you access this?

Answer.

No we can’t. You will need to have the reference uploaded onto our online application form. Please do not ask the Scholars’ Service (eg. Interfolio) to email references us as only materials that have been uploaded to your online application form will be available to the short listing committee.

Question.

I have been asked to provide a reference for applicant who is applying for the Lumley Research Fellowship. Unfortunately, your automatic application system insists that I provide a reference for another applicant?

Answer.

It is likely that you are using an out of date log-in or one connected to a different candidate’s reference. Please note that you must login using the email given as your username and no other, even if you have other email addresses. If you can't remember the password for your email please try the forgotten password link.

Enquiries aboutSubmitted work.

Question.

I'm filling in the questionnaire in order to apply for the Lumley JRF at Magdalene, and I hoped you might be able to clarify the field requesting the titles(s) of work which could, if required, be submitted in support" of my application. Is there guidance on what kind of work, or what length of work, the selection committee would like to see? Or is the purpose of the field for me to list all the work I could, potentially, submit, such that (were I to be shortlisted) the committee would select pieces to request from among those I’d listed?

Answer

If you are selected for the initial long-list of candidates whose work is to be read you will be asked to provide 2 or 3 chapters of your dissertation or 2 or 3 published articles (up to a maximum of about 15,000 words). These will be read by experts in the field and on the basis of the information provided in your application form, references, and the reports of the readers a short-list will be drawn up of candidates to be interviewed.
Enquiries about the Application Form.

*Question.*

What do you mean by ‘academic record’?

*Answer.*

Academic record means your record since school (high school), such as undergraduate degrees (including class attained or the GPA) and post graduate degrees such as MA, MPhil, MSc, PhD etc. You should also record any prizes awarded.

*Question.*

Since completing my application, I have additional achievements (e.g. a book contract, completion of PhD etc). What can I do?

*Answer.*

It is not possible to add these to your application before the short listing meeting, but if you are asked to submit work you will be able to send a letter with the additional information, addressed to the President.

*Question.*

When I am completing the name of my current university, the box remains empty.

*Answer.*

Start typing the name and a drop down list will appear. This is sometimes slow so be patient.

*Question.*

I realise that I have applied for the wrong Fellowship. Can I change?

*Answer.*

If they consider that you have applied for the wrong competition, the short listing panel might decide to send your application to a different committee for consideration.

Enquiries about the Fellowships.

*Question.*

If I do not live in College, will there be any additional payment in lieu of accommodation?

*Answer.*

All Junior Research Fellows are offered single accommodation in College or College property. There is no additional payment in lieu of accommodation not taken. However, if you live out you would not be liable for the small service charge that resident Fellows pay.
Question.
If I am offered the Fellowship will I be able to delay taking it up for a year?

Answer.
It is unusual to allow this, but not unheard of, and such requests are considered on a case by case basis.

Question.
Will I be allowed or required to teach?

Answer.
There is often some teaching available but this is not the primary purpose of the Fellowship. You might be invited to do a small amount of teaching and/or assist with the process of admitting undergraduates. Most Junior Research Fellowships limit teaching to up to 4 hours a week contact time and this is an appropriate maximum.

**Enquiries about the interview expenses/travel**

Question.
I will be abroad on the interview date would it be possible to have different interview date?

Answer.
No, candidates from outside the United Kingdom will be interviewed via Skype.

Question.
Will travel expenses be reimbursed?

Answer.
The expenses of travel within the United Kingdom only will be paid by the College. The College will try to accommodate you if you need to stay a night before or after your interview or will arrange other overnight accommodation nearby.