



Application Guidelines

Experience Postgrad *Life Sciences* Summer 2021 Internship Programme

5 July 2021 – 27 August 2021

This document provides information about the type of information which you will need to send to us, if you are asked to give evidence in support of any of the Widening Participation criteria that you have selected. Please read these guidelines carefully before making your application.

1. Application Method

You must apply to this programme via the link on the [Experience Postgrad *Life Sciences* website](#). We will not consider applications which are sent to us via other means.

2. Assessment Criteria

Your application will be assessed on the basis of both academic merit and the Widening Participation criteria included in the application form.

Please note that you **must** be on course for a 1st or a 2i in your undergraduate degree, as evidenced by your referee.

The aim of the programme is to encourage and facilitate participation in postgraduate studies in the field of Life Sciences by talented students from backgrounds that are currently underrepresented in this area at the University of Cambridge and by students who have not had the same educational advantages to date as some of their peers. We are looking for evidence of academic potential within the context of your education to date, and an indication that you could thrive in the intense teaching and learning environment of postgraduate study at Cambridge.

Evaluation will therefore be made following assessment of all your responses on the form. The number of widening participation criteria you select is **not** the primary assessment measure. However, in order to qualify for consideration, you should meet (and be able to provide satisfactory evidence for) at least **one** of the widening participation criteria in Section B of the application form.

3. COVID-19

The programme is designed as a residential event, but should Covid-19 government guidelines prevent this, we reserve the right to amend the programme to a blended or online

programme instead. Details concerning how this will affect the programme will be added to the website. Regardless of format, participants on the internship programme will be paid.

4. Application Dates

- The application deadline: **31 March 2021**
- Shortlisting: week commencing **12 April 2021**
- Brief online conversation with selection panel: **c. early May 2021**
- Offers expected to be made: **c. late May 2021**

The programme will operate a short waiting list, in case any selected candidates are unable to take up their place. We will inform you if you are on the waiting list.

5. Accommodation and pay (residential programme)

Participants on the programme will be paid the Real Living Wage (currently £9.50 per hour), paid monthly, for a 35-hour week. The programme duration is 8 weeks of full-time work, and you must participate for the full 8 weeks.

Participants will be provided with free-of-charge single accommodation by Fitzwilliam College, for the duration of the programme including weekends. Rooms will be allocated at random, unless a student has specific needs (which you are invited to set out in the Disability Section of the application form). You are expected to live in this accommodation for the duration of the programme, other than in exceptional circumstances agreed with the programme organisers and will be subject to College regulations whilst you are resident at the College.

You will be expected to arrive by 5 pm on 4 July 2021 and to depart on 28 August 2021.

The programme will also include a number of additional events (such as career talks, presentations, and social events) which will take place outside normal working hours. You are strongly encouraged to attend them as part of your career- and cohort-development opportunity.

6. Essential conditions

- You must be settled in the UK on 1 July 2021 and have been ordinarily resident in the UK since 1 July 2018, not mainly for the purpose of full-time education or be a national of the Republic of Ireland.¹;
- You must be studying for an undergraduate degree in a Life Sciences discipline at a UK or Republic of Ireland higher education institution;
- You should be on course for a 1st or a 2i, as evidenced by your academic transcript to date and/or your referee;
- You must be available to participate in all elements of the programme from 5 July 2021 to 27 August 2021 during normal working hours (9am to 5pm on weekdays);
- You must consent to abide by the terms and conditions of the offer, should you be made one, and commit to providing all requested feedback within one month of the close of the programme.

¹ This **does not** include any non-UK national holding any type of time-limited UK visa, including international students on Tier 4/Student visas.

7. References

Your referee should be either a tutor or other academic at your current institution who knows you and your work well. This referee will be contacted automatically when you submit your application, and will be asked to fill in a form as a reference. As part of the form, your referee will be asked to comment on your Widening Participation Status for the purpose of the Experience Postgrad *Life Sciences* programme. We strongly advise, therefore, that you ensure that you make your referee aware of any relevant circumstances concerning the widening participation criteria you intend to select on the application form and check they are happy to provide a reference **before** you submit your application.

8. Research Experience / Area of Interest

We would like to know whether you have had experience of research during your undergraduate course, either at your current institution or through another organisation?

Please indicate if you have undertaken a placement or work experience in a research lab for a total duration equal to or exceeding 4 weeks. We particularly encourage applications from undergraduates currently studying at higher education institutions where research or lab experience may not be as readily available as in more research intensive institutions.

Your answer to this question alongside the question concerning your area of research interest will help us to gauge which project you might potentially be most suited for.

Please note that we will not be able to change your research project in the circumstance where you have been offered one and you have accepted it.

9. Widening Participation Criteria

We may contact you to request evidence to support the Widening Participation criteria you have selected in order to ensure transparency in our assessment processes and fairness for all.

Acceptable evidence is set out in the table below. If you are asked to provide evidence, you **must** do so within two weeks of the request; we advise that you ensure that you have the evidence in place **before** you submit your application.

Criteria	Evidence
Free School Meals	A letter or other notification from your school
From one of the most deprived areas of the country: England only: your postcode at point of entry to undergraduate study ranks 16,250 on the government's IMD database (check here: IMD England search tool)	Proof of your postcode at point of entry to undergraduate study

From an area where it is unusual for people to go to university: your postcode at point of entry to undergraduate study falls into Q1 or 2 of the government's POLAR4 classification (check here: POLAR search tool)	Proof of your postcode at point of entry to undergraduate study
Entered university from a Care background or as a Foyer resident	A letter from the Local Authority or Foyer confirming this
You are in receipt of full state support for maintenance for this course of undergraduate study	Student Finance Notification of Award letter for the full amount of maintenance received

10. Your CV

This should include:

- The schools you have attended
- Your GCSE and A-level results
- Your undergraduate results so far
- Any prizes or awards for your academic work at school or at university
- Any work experience (of any kind) that you have had
- Any extra curriculum activity or experience you feel is relevant to your application

11. Online conversation

We will invite shortlisted candidates for a 10-15 min online conversation with a panel of academics in early May 2021 (date to be confirmed). The aim of this discussion will be to finalise our short list of applicants, our wait-list, and to find the best match between applicant and research group. The conversation will focus principally therefore on your motivations for undertaking the programme and your research interests.