

**MAKERERE**

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**UNIVERSITY**

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**DIRECTORATE OF HUMAN RESOURCES  
OFFICE OF THE DIRECTOR**

**Our Ref: 0440.01.02**

**Your Ref:**

**2nd September 2024**

**To:** All Members of Staff  
Makerere University

**From:** Ag. Director, Human Resources



**COMMONWEALTH PHD SCHOLARSHIPS TENABLE IN THE UNITED KINGDOM - 2025.**

I am pleased to inform you that Makerere University has been invited by the Commonwealth Scholarships Commission (CSC) to nominate candidates for Commonwealth PhD Scholarships tenable in the United Kingdom for **2025**.

Please note that:

1. The CSC aims to identify talented individuals who have the potential to make change.
2. The CSC is committed to supporting outreach activities and providing additional investment for scholarships for people with disabilities and in subject areas related to the rights of people with disabilities.
3. The CSC is keen to ensure an equitable distribution of awards amongst men and women and thus committed to a policy of equal opportunity and non-discrimination, and encourages applications from a diverse range of candidates.

**Commonwealth PHD Scholarships-2025**

**4 nomination(s) for Commonwealth Scholarships**

Full candidate eligibility requirements are outlined in the 2025 Terms and Conditions which are available at: <http://cscuk.fcdo.gov.uk/scholarships/commonwealth-phd-scholarships-for-least-developed-countries-and-fragile-states/>

Please find herewith attached a copy of the invitation letter from the Commonwealth Scholarships Commission and Timelines.

**Eligible and interested Academic Staff** should complete the pre-nomination form (**attached to this email**) and submit it to the Directorate of Human Resources Office, **Room 3.1 Frank Kalumizo Teaching Facility CTF1), Level 3** by **Tuesday 1<sup>st</sup> October, 2024**.



**MAKERERE UNIVERSITY**  
**DIRECTORATE OF HUMAN RESOURCES**

**APPLICATION FOR COMMONWEALTH SCHOLARSHIPS -2025**

*Please note that before this form is filled, interested candidates MUST read the attached information on Commonwealth Scholarships.*

P.F NO.....

**A- BIO-DATA**

1. Surname.....Other names.....
2. Gender .....3. Age.....
4. Te No.....5. Email Address.....
6. Citizenship.....

**B- QUALIFICATIONS**

Qualification	CGPA
Bachelors Degree:	
Masters Degree:	
PhD:	

**C- INFORMATION ON EMPLOYMENT**

1. Date of first Appointment:.....
2. Date of Confirmation into University Service:.....
3. Department:.....
4. Current Position:.....

**D- INFORMATION ON INTENDED/DESIRED STUDIES**

1. Program of study admitted to .....
2. Duration From:.....To.....
3. University Admitted to:.....
4. Date of Admission:.....

**E. FOR PHD APPLICANTS ONLY**

1. Declaration of Acceptance from Academic Supervisor(s) (Original only), Attached (Yes/No):.....
2. Detailed and Precise description of Research proposal, Attached: (Yes/No).....

**Signature of applicant .....** **Date .....**

**NOTE: The closing date of receiving applications is Tuesday 1<sup>st</sup> October 2024.**

**Please attach the following documents:**

- a) A copy of the current CV
- b) Certified Copies of Certificates & Transcripts
- c) PHD Research proposal
- d) Admission letter and/ or Evidence of link with a University in the UK,
- e) Evidence of support from at least one prospective supervisor from the chosen Institution in the UK.

**F: TO BE FILLED BY THE HEAD (OR DEAN IF A HEAD OF DEPARTMENT IS THE APPLICANT)**

Please fill the table below:

	Establishment		Filled		Vacant		On Study Leave/Prog	
	Female	Male	Female	Male	Female	Male	Female	Male
Professor								
Associate Professor								
Senior Lecturer								
Lecturer								
Assistant Lecturer								
Teaching Assistant								
Part-Time Lecturers								
<b>Total</b>								

The applicant is recommended/ not recommended for the training/ scholarship/ fellowship, because:

.....

.....

.....

Name..... Signature ..... Stamp & Date .....

**G- TO BE FILLED BY THE DIRECTOR, HUMAN RESOURCES**

The applicant is recommended/ not recommended for the training/ scholarship/ fellowship, because: .....

.....

.....

Name ..... Signature ..... Stamp & Date .....





Commonwealth Scholarship  
Commission in the UK

Woburn House  
20-24 Tavistock Square  
London WC1H 9HF  
United Kingdom

T +44 (0)20 7380 6700  
F +44 (0)20 7387 2655

[cscuk.fcdo.gov.uk](http://cscuk.fcdo.gov.uk)

Professor Barnabas Nawangwe  
University Rd, Kampala, Uganda

24 July 2024

University: Makerere University

Country: UGANDA

Dear Professor Barnabas Nawangwe

## **2025 Commonwealth Scholarships in the United Kingdom**

I am writing to invite the Makerere University to nominate candidates for Commonwealth Scholarships in the United Kingdom, tenable from September/October 2025. Full details can be found in the guidelines for nomination, alongside other useful guidance documents which are available on the agency huddle workspace. Information for candidates is available on our website at [www.cscuk.fcdo.gov.uk/about-us/scholarships](http://www.cscuk.fcdo.gov.uk/about-us/scholarships).

The Commonwealth Scholarship Commission in the UK (CSC) continues to further strengthen the direct development impact resulting from our awards and we are seeking to identify talented individuals who have the potential to make change. We continue to encourage you to nominate candidates from disadvantaged or marginalised backgrounds and our policy of, all else being equal, preferentially selecting candidates demonstrating social or economic disadvantage will remain this year. All Commonwealth Scholarships will be offered under six development themes and will be aimed at individuals who could not otherwise afford to study in the UK.

The CSC is committed to supporting outreach activities and providing additional investment for scholarships for people with disabilities and in subject areas related to the rights of people with disabilities. For further information on the support available to candidates with a disability, please see the CSC disability support statement at: <https://cscuk.fcdo.gov.uk/apply/csc-disability-support-statement/>

Full rules and regulations regarding the recruitment and nomination process are contained in the Memorandum of Understanding (MOU) between the CSC and

your agency. The guidelines, which can be found in your Huddle space, must be read in conjunction with the information contained on the CSC website.

Please confirm receipt of this invitation by completing the online **Declaration Form**, for which we have shared the link and login details for your university via e-mail. The deadline to complete the form is **Tuesday, 13 August 2024**. When you provide your nominations, you will also be required to complete a separate electronic survey which is used to gather information about your application processes and national development priorities. It is very important that you return the survey; without it the selection panel will not be able to fully assess your candidates. We will provide further details on how to access the survey in due course. All key dates are in the accompanying document.

If you have any questions about this invitation or the nomination process, or would like to set up a meeting to discuss it, please contact our Agency Liaison Programme Officers at [cscnominations@cscuk.org.uk](mailto:cscnominations@cscuk.org.uk)

We are pleased to be working with you to recruit and select the 2025 Commonwealth Scholars.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'RAMason', written in a cursive style.

**Professor Robin Mason ORB**

**Chair of the Commonwealth Scholarship Commission in the UK**

[Chair@cscuk.org.uk](mailto:Chair@cscuk.org.uk)





## **Commonwealth Scholarships tenable in the United Kingdom 2025**

### **Guidelines for nomination: Makerere University**

The Commonwealth Scholarship Commission in the United Kingdom (CSC) is inviting nominations from Makerere University for Commonwealth PhD Scholarships tenable from September 2025.

Full details of the scholarships are available on our website: [cscuk.fcdo.gov.uk/about-us/scholarships](https://cscuk.fcdo.gov.uk/about-us/scholarships)

### **Number and Type of Nominations**

The CSC aims to identify talented individuals who have the potential to make change. We are committed to a policy of equal opportunity and non-discrimination and encourage applications from a diverse range of candidates.

The CSC is committed to supporting outreach activities and providing additional investment for scholarships for people with disabilities and in subject areas related to the rights of people with disabilities. For further information on the support available to candidates with a disability, please see the CSC disability support statement at: [cscuk.fcdo.gov.uk/apply/csc-disability-support-statement](https://cscuk.fcdo.gov.uk/apply/csc-disability-support-statement)

The CSC is keen to ensure an equitable distribution of awards amongst men and women. As such we do ask that you nominate a balance of female and male applicants. You are invited to nominate **4** candidates for PhD study. We will not be able to consider or acknowledge any nominations beyond the number requested for each programme. Please make it clear to all nominated candidates that their nomination does not in any way guarantee selection or placement.



**Full candidate eligibility requirements are available at:**

<https://cscuk.fcdo.gov.uk/scholarships/commonwealth-phd-scholarships-for-least-developed-countries-and-fragile-states/>

**Selection Criteria**

The CSC will make the final selection of candidates. We seek candidates of the highest academic quality who demonstrate a real capacity to make a difference to their home country on completion of their award. The CSC's selection committee will grade applications on the following criteria:

- Academic merit of the candidate
- Quality of the study plan
- Potential impact of the work on the development of the candidate's home country

It is CSC policy to consider personal circumstances in all applications to ensure that, all other things being equal, candidates from disadvantaged or marginalised backgrounds are selected.

The CSC invites around three times more nominations than scholarships available – therefore, nominated candidates are not guaranteed to be awarded a scholarship. There are no quotas for scholarships for any individual country.

Details of the CSC's selection criteria are enclosed and are available at:

[cscuk.fcdo.gov.uk/about-us/scholarships](https://cscuk.fcdo.gov.uk/about-us/scholarships)

Please draw the selection criteria to the attention of candidates, and take these into account when making your nominations, along with the following:

- All candidates must demonstrate in their application the **direct** and **applied** relevance of their study to development in their home country. **Candidates should make any such links explicit in their applications.**
- Commonwealth Scholarships are aimed at individuals who could not otherwise afford to study in the UK. Every candidate will be required to sign a declaration that they do not have access to sufficient funds to study in the UK and no candidate with the independent means to study in the UK should be nominated to the CSC.
- Candidates will be asked to supply a personal statement within their application which will provide the selection panel with more information about their background and give an additional context to their application. It will be taken into account by the selection panel but will not be graded.

**Communications and Advertising**



As outlined in the Memorandum of Understanding between your university and the CSC, you are required to advertise the Scholarships for a minimum period of four weeks on an external public-facing website. Please complete the online form confirming your advert posting date.

The CSC can also provide support with advertising the scholarship, including logos and templates for social media posts. If you require assistance or if you anticipate any problems with advertising Commonwealth Scholarships that you would like to bring to the CSC's attention, please contact [cscnominations@cscuk.org.uk](mailto:cscnominations@cscuk.org.uk).

### **Reviewing applications**

There are different methods to review applications, you can request:

1. candidates provide a copy of their submitted CSC application form to you directly (please note that these forms will not include references and candidates must download it themselves when submitting their application); or
2. candidates complete your own application form **in addition** to the CSC's form.

### **How to submit nominations**

Nominated candidates must be submitted to the CSC by completing and uploading the Nomination Spreadsheet to the Huddle space by **Tuesday, 10 December 2024**. To complete the Nomination spreadsheet, include the candidate(s) first name, last name, six-digit electronic application number and gender in the relevant spreadsheet columns.

All nominations must be uploaded to the Huddle space by the deadlines above.

### **Acknowledgement**

Please complete the Agency Online Declaration form by **Tuesday, 13 August 2024**, and the Proof of Advertisement by **Thursday, 12 September 2024**.

To raise any questions or queries about this process, or for further information on how to access/use the Huddle space please contact the Nomination Team via email at [cscnominations@cscuk.org.uk](mailto:cscnominations@cscuk.org.uk)



# Agency Nominations Timeline 2024 - 25

