**Application process:**

Please submit an application and completed checklist (see below) and all corresponding documentation to: [arc\_oxtv@phc.ox.ac.uk](mailto:arc_oxtv@phc.ox.ac.uk) by 5:00 pm on Friday 13th September 2024.

|  |  |
| --- | --- |
| **Key dates:**  **Closing date for applications:** | Friday 13th September 2024 (5pm) |
| **Interviews:**  Online | TBC |
| **Award period:** | October 2024 onwards. |

**Application Checklist**

|  |  |
| --- | --- |
| **Name:** |  |
| **Contact details** | **Email:**  **Mobile:** |

|  |  |
| --- | --- |
| **Criteria** | |
| 1. **Cover letter including:** 2. Reason for applying for the internship and why it can help your future career aspirations (max 400 words). 3. What experience you have had to date in research (max 400 words). 4. What skills and qualities you have, which make you suitable for the internship programme? (max 400 words) 5. The project you are interested in working on, why, and relevant experience you have in this area of research (max 400 words) 6. Any other information you would like to add to support your application? (max 400 words) | |
| 1. **Qualifications**   Institution  Qualification (obtained or intended)  Main Subject  Second Subject (if applicable)  Actual / Expected result  Start Date  Date of expected / actual completion | |
| 1. **Registration with an appropriate UK regulatory and professional body:**   Regulatory/professional body: …………………………………………………………  Registration number: …………………………………………………………………… | |
| 1. **Letter of support from Line Manager or Supervisor,** **if applicable** | |
| 1. **References**   **Referee 1**  Name  Type of Reference  Email address  Role, Institution or Organisation  **Referee 2**  Name  Type of Reference  Email address  Role, Institution or Organisation | |
| **Signed:** | **Date:** |

Once completed please send to [arc\_oxtv@phc.ox.ac.uk](mailto:arc_oxtv@phc.ox.ac.uk) by 5pm on Friday 13th September 2024