GO Global Scholarship Application Instructions

The GO Global Scholarship is designed to support students who wish to undertake a short-term global placement in 2024, which has been approved by Global Opportunities (GO). Before starting your application, please check your eligibility on the website.

Applications for the **GO Global Scholarship** are managed in **Terra Dotta**. Terra Dotta is the universities online placement management portal and covers all stages of your global experience including:

- **Getting started -** these are the first requirements we need in order to begin your scholarship application/registration of your programme
- **Before you go -** These are the documents and processes you will need to complete before you travel abroad/undertake your chosen placement
- **While abroad -** These are the documents and processes you will need to complete while you are undertaking your placement
- **On return -** These are the documents and processes you will need to complete at the end of your placement and on return to Newcastle University

Terra Dotta is easy to use and will take you logically through the different stages, depending on your travel dates.

The GO Global Scholarship application **sits in the 'Pre-decision' section of Terra Dotta**.

How to apply for a GO Global Scholarship:

1. Always use this link to access the correct Terra Dotta programme. Please log in using your existing Newcastle university details

2. Navigate to the 'Apply' tab along the top banner, then press the 'Apply Now' button. This will bring up a page asking for your basic details (name, address etc), please complete this first and ensure you save your application as you move through the process.

3. To apply for the scholarship, please complete the ***'Short Term Mobility – Scholarship Application'*** questionnaire <u>– this is the only question item that needs to be actioned at this stage</u>. The application takes you through the following questions:
   - Would you like to apply for the GO Global Scholarship? Select (YES/NO)
   - Please select the eligibility criteria that applies to you (DROPDOWN MENU)
   - Please upload evidence of this criteria where available (OPTIONAL)
   - Please write a statement in support of your scholarship application (max 500 words)

Your personal statement should focus on:

    i. How would a short-term global placement support your academic and future career?
    ii. How would this experience develop your personal knowledge, skills or understanding of a particular subject/area?
    iii. How would this opportunity develop any gaps in your intercultural experiences?
    iv. How will you make the most of an opportunity like this and what personal qualities do you have which will support you to do this?

4. Once submitted, GO will review your application based on your eligibility and personal statement scores. Students will be informed via email if they have been successful. Please allow up to five working days for review.

5. Once you have received the outcome of your scholarship application, and when you have your programme confirmed, you will need to complete the remaining requirements, which are:
   - *Short Term Mobility – Bank Details*
   - *Short Term Mobility – Programme Confirmation* (see note below)

6. Once the above documents are complete, the GO team will email you an individual **Short Term Mobility - Grant Agreement** which needs to be checked, signed and returned.
   Please do not upload any documents to this section. Your personalised grant agreement will be sent to you directly by the GO team once your funding award has been confirmed

7. Payment will be made via the university payment system and takes around ten working days. Once your payment has been requested, you will move into the 'Before you go' phase where there are further documents to complete.

To Note:

There is no rush to find a programme – we will 'reserve' your funding until you have a confirmed place. No funding will be paid until you have a place confirmed and all four pre-decision documents are complete.