CROÍ Research at the heart of teaching and learning

John Coolahan Research Support Framework
Research Bursary Scheme
Guidance Notes 2021

Overview

The John Coolahan Research Support Framework (RSF) supports innovative and creative research activities that strengthen the links between research, policy and practice. The current round of the framework is comprised of two interrelated schemes:

1.   The Research Bursary Scheme (RBS)
2.   The Researchers in Residence Scheme (RiRS)

An outline of the Research Bursary scheme (RBS) is provided below.

The Research Bursary scheme (RBS)

Through the Research Bursary Scheme the Council will support teachers in carrying out new research that demonstrates significant capacity for shared learning and that will support enhanced practice in relation to one or more of the six learning areas in Cosán, the National Framework for Teachers' Learning:
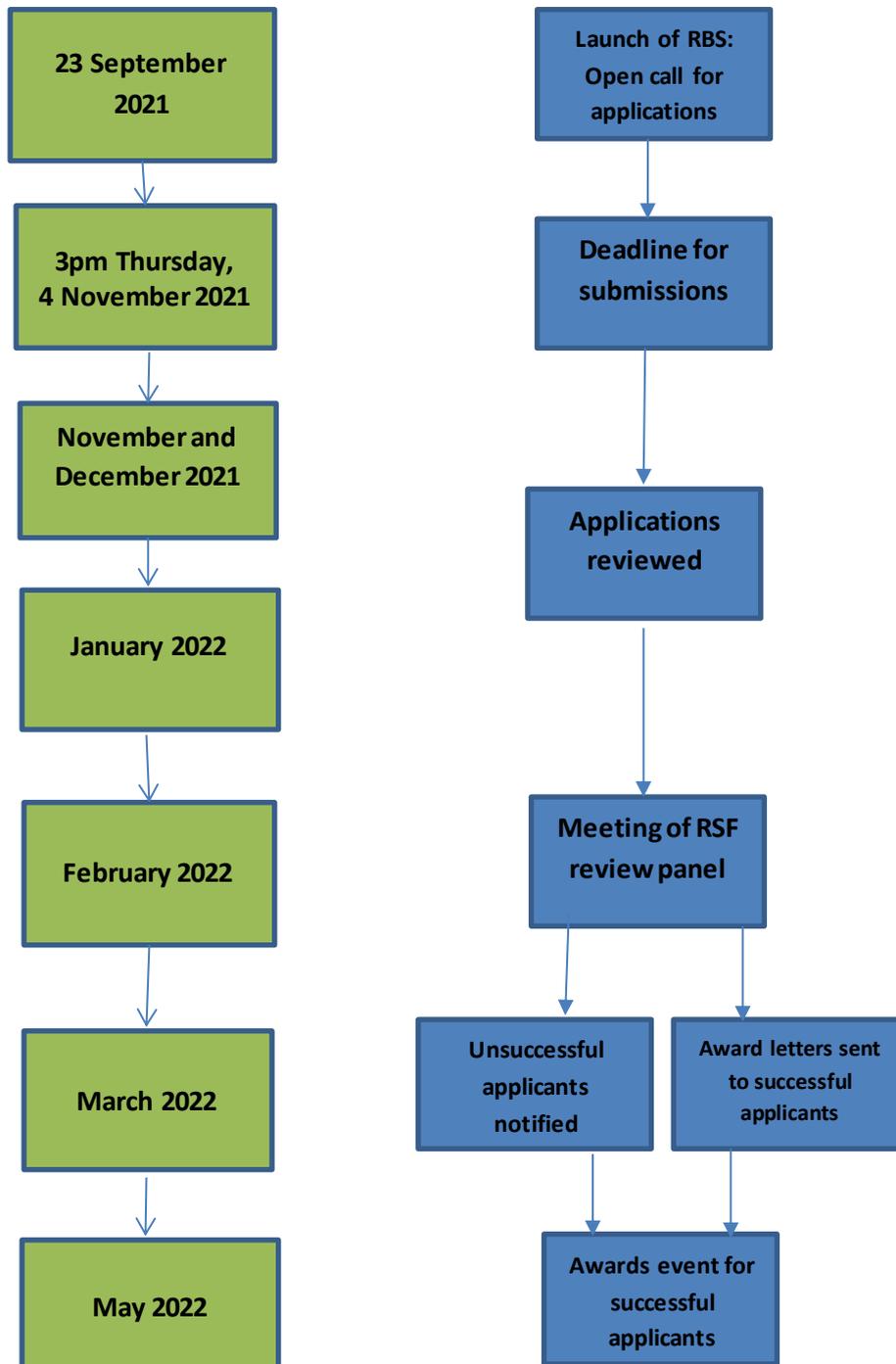
- Leading Learning
- Inclusion
- Wellbeing
- ICT
- Literacy & Numeracy
- Supporting Teacher's Learning

Priority will be afforded to practitioner-based research projects that support the implementation of evidence-informed approaches to classroom practice and are collaborative in nature, involving a number of co-applicants. These may involve collaboration among practising teachers, or between practising teachers and other educational researchers. Multi-disciplinary collaborations, combining different perspectives and knowledge, are particularly welcomed.

Every application, whether individual or collaborative, must be led by a practising teacher, known as the Cinnire Taighde (Project Leader).

RBS Overview

The diagram below provides an overview of the application process for the Research Bursary Scheme. These are indicative timelines and may be subject to change.

Timeline	Process
23 September 2021	**Launch of RBS: Open call for applications**
3pm Thursday, 4 November 2021	**Deadline for submissions**
November and December 2021	**Applications reviewed**
January 2022	
February 2022	**Meeting of RSF review panel**
March 2022	**Unsuccessful applicants notified** / **Award letters sent to successful applicants**
May 2022	**Awards event for successful applicants**

Process and Criteria for Reviewing Applications

All applications received by 3pm on 4 November 2021 will be reviewed according to the criteria below. **Applications received after this date and time will not be considered.**

Stage 1 – Review for eligibility purposes

All applications received will be reviewed to ensure they meet the eligibility criteria set out hereunder. Only those applications meeting the eligibility criteria will go forward to Stage 2 of the adjudication process (evaluation).

Eligibility Criteria

- **Involvement of a practising teacher/Cinnire Taighde:** All applications must involve a practising teacher. No applications will be considered where the sole researcher is not a practising teacher or where a practising teacher is not part of a group/collaborative application. In the case of all collaborative applications, the practising teacher must act as the Cinnire Taighde/Project Leader.

- **Only projects which have not been previously funded under the John Coolahan Research Support Framework will be deemed eligible.** An application, which relates to a live project that has already received funding under a previous round of the Research Support Framework, and in respect of which a final report has not yet been received, will not be considered for funding under this round. The Council may, however, choose to fund projects that build upon COMPLETED projects that received funding under the RSF.

- **Alignment with Cosán Learning Areas: Only projects which clearly align with one or more of the Cosán learning areas (see Section 1 of the Application Form) will be deemed eligible.**

- **Completion of Application Form:** All mandatory questions must be completed in full, applicants can view the application questions from pages 12-20. All applicants must have signed* all declarations.
By typing their name in the declarations section on the application form, an applicant(s) are deemed to have signed the application.

Stage 2 – Evaluation

The RSF Review Panel

To bring diverse experience and expertise to the review process, it is anticipated that the RSF Review Panel will include:

- The Chair of The Teaching Council's Education Committee
- Two Registered Teachers
- The Teaching Council Director/Director's nominee
- Three members with expertise in innovative approaches to research, supporting learning from research and supporting robust and rigorous research

All eligible applications will be adjudicated upon by the RSF review panel having regard to the criteria below:

- **Potential Impact:** What are the outcomes of the project? How will the findings of the project be shared with the wider teaching profession to improve practice? How important and relevant are the questions or issues that are being addressed? Will the project make an important contribution to teaching/teachers' and students' learning?
- **Consideration given to ethics:** Does the proposal adequately consider the ethical dimensions of the research activities proposed?
- **Consideration given to research rigour:** Does the proposal demonstrate how rigour will be ensured?

Stage 3 – Allocation of available funds

Following the evaluation process, funding will be awarded to the top-scoring applications as determined at Stage 2.

Reporting Requirements and Template

Awards will be paid to successful applicants in two instalments. The first half of the award is presented at an awards event for all successful applicants following adjudication by the RSF Review Panel. The second instalment will be paid following completion of the project and submission of a satisfactory final report.

Final Report

Successful applicants will be expected to submit a final report within 60 days of completing the research. The final report will demonstrate that a number of conditions have been fulfilled. Fulfilment of these conditions will be determined by the RSF Review Panel when it meets annually to review final reports. In the case of the vast majority of projects, it is expected that final reports will be submitted within a period of three years of being awarded funding. In exceptional circumstances, and on a case-by-case basis, this may be extended, subject to agreement with the Teaching Council, and **an absolute maximum of six years from the date of award**. The final report template is available to download here.

Application form sections

Section 1: Cosán Learning Areas

Cosán (the Irish for pathway) is the National Framework for Teachers' Learning (CPD) which has been developed by the Teaching Council. Only those applications which are clearly aligned with one or more of the following Cosán learning areas will be deemed eligible:

- Leading learning
- Inclusion
- Wellbeing
- ICT
- Literacy and numeracy
- Supporting Teachers' Learning

Download the Cosán framework document here.

Section 2: Applicants' Details

Guidance on practising teacher or Cinnire Taighde (Project Leader).

- Individual applicants must be a practising teacher and the Cinnire Taighde/Project Leader in a collaborative application must be a practising teacher. **This teacher must maintain their registration from the time of submission of the application to completion of the project.**

- Applicants who indicate that they are practising teachers will be required to make a declaration on the application form specifying the name of the school or centre for education and their role (e.g., classroom teacher, principal, SET, etc.).

- Details of all co-applicants involved in a collaborative application must also be included in Section 2 of the application form.

- No additional applicants can be added to the application once the closing date has passed.

Section 3: Overview of Research

Guidance on Word Count

- If the submission exceeds the word count, information in excess of the word count will not be considered by the RSF review panel, and marks may be deducted. For that reason, applicants are advised to draft their responses carefully and concisely in a separate document prior to including them in the application form.
- Applicants may wish to consider using bullet points to ensure they are adhering to word count limits. At the end of each question, applicants should include the word count in square brackets, as per the example below.

[94 words]

Section 4: Project Plan

All applicants must provide:

- **Date (from – to)**
  Estimation of how much time each activity will take and the anticipated timeframe,

- **Activity**
  Map out dependencies and sequence of steps,

- **Role of applicant**
  The project team members responsible for each activity should be listed.

Section 5: Rigour and Ethics

(i) Guidance on Rigour

- Applicants should provide details of how they will ensure rigour in undertaking their projects.

- The means to ensure rigour must be appropriate for the study. Applicants may wish to detail how they will address e.g., validity, reliability, trustworthiness, credibility, dependability, etc.

- A selection of webinars, which provide advice and practical support for teacher researchers seeking to ensure rigour in their research, is available [here](). Topics: qualitative methods, quantitative methods and carrying out a literature review.

(ii) Guidance on Ethics

- Teaching is an inherently ethical profession. This is reflected in the fact that all registered teachers undertake their professional practice within the context of a professional code. This code is underpinned by the key values of respect, integrity, trust and care and outlines specific standards of conduct. These standards apply to teachers in all aspects of their practice, including when they engage in, and with, research. Applicants should carefully consider how these standards inform their research. Applicants should also demonstrate how they will address potential and actual ethical issues arising in their research and describe specific safeguards they propose to put in place to address any ethical risks.

- Ethical issues to consider include confidentiality (including any measures to be taken to protect the anonymity of participants), informed consent and potential harm to participants, with particular reference to any minors and vulnerable adults involved.

- If applicants are conducting research through a third-level course or in collaboration with a researcher in a third-level institution, addressing potential ethical issues could

involve getting ethical approval for projects via the relevant ethics boards/committees.

- If applicants are conducting research using any of the indicative data sets provided as webinar supports on the Teaching Council website, written evidence of appropriate permission from the relevant repository to access this material must be provided to the Teaching Council.

- In addition to the above guidance, applicants are advised to view this webinar on research ethics here.

Section 6: Outcomes and Impact

All applicants must:
- Clearly specify the research outcomes they anticipate. Outcomes are distinct from research findings, and may include (but are not limited to); individual or shared learning about the topic being researched; the development of a particular research skill; new tools or resources; events; influence on public policy, etc.

- List the ways in which they intend to share their learning from the project with others. Applicants should be mindful of the diversity of ways in which research findings can be shared, including publication on the T-REX platform, presentations at conferences, blogging, vlogging, research events, etc. Applicants should consider how they will capture, and share, their own "research story". Where applicable/possible, applicants should indicate how they will share their research findings through self-archiving/Green Standard Open Access (OA), using T-REX and institutional research repositories, e.g., Mary Immaculate College's MIRR, University of Limerick's ULIR, NUI Galway's ARAN, etc.

- Clearly set out how they propose to optimise the impact of the project. Impact should be considered from a number of perspectives such as individual, classroom, school, national, e.g., how will the project make an important contribution to teaching/teachers' and students' learning?

Section 7: Previous Funding

Applicants must:
- state if they have been funded by the John Coolahan Research Support Framework in any previous years.

- provide details of the original project, its outcome and explain how the application builds on the original.

Section 8: Declarations

Guidance on conflict of interest:
- All applicants under the RBS will be required to complete a Conflict-of-Interest declaration. A conflict of interest is a situation in which an individual has an interest which may compromise that individual's obligations to the Teaching Council. A

conflict of interest includes perceived and potential as well as actual conflicts of interest. A perceived conflict of interest is one which a reasonable person would consider likely to compromise objectivity. A potential conflict of interest is a situation which could develop into an actual or perceived conflict of interest. If an individual has a conflict of interest (actual, perceived, or potential), they have a duty to disclose it and to take any such actions as may be appropriate to manage that conflict and mitigate against it. The Teaching Council recognises that conflicts may arise even when an individual acts with complete neutrality and professional integrity. The existence of this policy is not in any way intended to question the integrity of individuals but is necessary to protect them and the Teaching Council from reputational damage or other liabilities, and to protect the integrity of the research project.

- Applicants may wish to note that, as applications will not be anonymised, any RSF review panel member with a conflict of interest will be expected to declare same and withdraw from the adjudication of that particular application.

- Applicants may not apply more than once under this round of the RBS.

Important technical information regarding the process of submitting an application:

Microsoft Forms
The Microsoft Forms RBS application form can be submitted online, please find the link to the RBS application form here. Please contact research@teachingcouncil.ie if you wish to complete and submit an application through Irish. The processing of completed application forms is compliant with GDPR. Please see our Privacy Policy for more information.

- **Applicants are strongly advised to avoid submission close to the deadline. Leaving the application until very near to the deadline may lead to submission failure caused by excessive traffic or issues with applicants' own browser/technical setup. It is the sole responsibility of candidates to submit applications in good time and to ensure that they are complete.**

- Please check the form before sending to ensure that all areas of the form have been completed fully, **as incomplete applications will be deemed ineligible for further consideration**. You will receive an email to confirm receipt of your form in due course.

- Confirmation of receipt of application does not imply that application criteria have been met. The RSF review panel will determine eligibility when it completes its initial assessment. It is each applicant's responsibility to ensure that all sections of the form have been completed and that criteria have been met before submitting the form.

In the unlikely event that you are experiencing difficulty submitting an application via the Microsoft Forms link, please contact the Teachers' Learning and Research Team of the Teaching Council on research@teachingcouncil.ie, and they will make every effort to help you to resolve this.

Terms and Conditions of Award

There is a number of conditions of award that should be noted carefully by applicants before submission of their application form. Applicants are deemed to have consented to these conditions upon submission of their application form.

1. Practising Teacher

While individual applicants must be practising teachers, collaborative applications are open to all those interested in conducting research activities under the scheme. However, at least one of the applicants in a collaborative application **must be a practising teacher and that person must assume the role of Cinnire Taighde/ Project Leader**. This teacher must maintain their registration from the time of submission of the application to completion of the project.

2. Application Form

- Only fully completed application forms can be considered for award.
- Completed application forms must be received before the closing date of 3p.m. on Thursday, 4 November, 2021.
- Any applications received after the deadline will not be considered.
- Any financial award will be used to fund the research project and that project only.
- The award must not be used to fund activities that are not in line with public health guidance and departmental guidance in relation to substitute cover.
- Where a successful application under the RBS relates to the organisation of a research event(s), no admission or other fees shall be charged to attendees/participants at such event(s).
- It is necessary to store and process information sent by applicants, to assist the review of applications and review the Council's own work associated with the RBS. Information may be shared with the Centre for Effective Services and RSF review panel members, who support the Council's research work. Applicants are deemed to have understood the sharing of their application under this scheme, and any related correspondence, with the Centre for Effective Services and RSF review panel.
- Where, for any reason, a successful applicant is unable to take up the financial support awarded, the Council should be informed immediately.
- Tax issues, if any, arising from an award under the Research Support Framework are a matter for the individual recipient(s) and not the Council.
- Information concerning the awards made as part of the RBS, including the names, titles and affiliations of successful applicants, and a description of the work being funded, may be published on the Teaching Council website and in other promotional material.

3. Privacy Policy

The Teaching Council remains committed to being professional, open and transparent in how we process personal data through the delivery of all of our work. This Policy has been developed in keeping with this approach and sets out the basis on which any personal data provided by to the Council will be processed. This applies to all personal data, irrespective of the medium or method by which it has been collected. See our Privacy Policy here.

4. Funding

- The Research Support Framework is designed to support all types of research engagement activity, regardless of scale. Indeed, applications from teachers engaged in smaller-scale classroom-based research projects are particularly welcome.
- Each project will be awarded a flat amount. At this point, it is anticipated that seven bursaries of €2,000 will be made available for individual projects under the current round of the RBS, while nine bursaries of €4,000 will be available for collaborative projects although it is not yet possible to confirm the exact number of bursaries that will be awarded and amount of each. The total budget will be €50,000.
- Applicants must declare if they have applied for or received any other funding to support the same research activities. Where an application relates to a project which has already been funded by the Teaching Council under a previous round of the framework, and the project is still live, in that a final report in respect of same has not yet been submitted, the application will be deemed ineligible, and funding will not be awarded.

5. Payment of Funding

Successful applicants are required to comply with the reporting requirements outlined in this guidance document. Payment of the second instalment of funding is subject to the RSF review panel's consideration of the final report submitted, and its satisfaction that all requirements have been met.

6. Final report:

Final reports which have been deemed suitable for publication by the Research Support Framework Review Panel, will be published on the Teaching Council's website here.

7. Sharing of Research:

Successful applicants may be invited to participate and share their learning at research events or as part of FÉILTE and other dissemination activities. This may be via 'in person' or online participation.

8. T-REX:

Successful applicants are required to register, and engage with, the T-REX platform and use the platform to engage with other recipients. They are also required to consider how the platform could host teacher networks/professional learning communities where these activities form part of the proposal. Successful applicants will be asked to share their research findings through the T-REX platform either via personal or group publications (in full-text format) or through the T-REX Bytes (in e-poster format). Some applicants, may, as a condition of funding, be required to engage in research-related learning activities which are made available via the T-REX platform.

9. Engagement in Public Relations Activities:

Successful applicants are required to engage in public relations activities deemed appropriate by the Teaching Council to promote and raise awareness of the John Coolahan Research Support Framework, e.g. recorded interviews, vox pops, etc.

10. Acknowledgement of TC Support:

Successful applicants must acknowledge the support of the Teaching Council whilst engaging in public relations activities. Funded RBS recipients who wish to use the Teaching Council logo should submit a formal request and will need to adhere to the branding guidelines when using the logo.

Research Bursary Scheme

Application Form 2021

Deadline: Thursday, 4 November, 2021

The John Coolahan Research Support Framework is comprised of two interrelated schemes:

1. The Research Bursary Scheme (RBS)
2. The Researchers in Residence Scheme (RiRS) for schools, which will launch in early 2022. (Further details in relation to the RiRS will be available in the coming months).

This application form relates to the Research Bursary Scheme (RBS) only. It should be completed with reference to the guidance notes, and applicants are **STRONGLY ADVISED TO READ THE <u>GUIDANCE NOTES</u> CAREFULLY PRIOR TO COMPLETING THE APPLICATION FORM** as they provide helpful information in relation to each question, and are intended to support applicants in making their best application. Applications are invited from 23 September, 2021 to the closing date of Thursday, 4 November, 2021 at 3pm, for the fifth round of funding under the Framework.

All applications must involve a practising teacher and/or teachers in order to meet the eligibility criteria. Applicants will be required, as part of the application process, to make a declaration confirming this.

Purpose of the RBS:

- places a strong emphasis on research activities that strengthen the links between research, policy and practice, and on collaboration among teachers, and between teachers and other education researchers;
- supports teachers in carrying out new research that demonstrates significant capacity for shared learning, and that supports enhanced practice.

  Applications must demonstrate capacity to contribute to research, policy and practice in relation to one or more of the six learning areas of Cosán, the National Framework for Teachers' Learning:

- ***Leading Learning***
- ***Inclusion***
- ***Wellbeing***
- ***ICT***
- ***Literacy & Numeracy***
- ***Supporting Teachers' Learning***

Individual and collaborative applications will be considered in the current round of funding, although priority may be afforded to collaborative projects. These may involve collaboration among teachers, or between teachers and other educational researchers.
Priority will also be afforded to practitioner-based research projects that support the implementation of evidence-informed approaches to classroom practice.

Every application, whether individual or collaborative, must be led by a practising teacher, known as the Cinnire Taighde (Project Leader).

The budget for the current round of the RBS is €50,000. At this point, it is envisaged that this will be allocated as a fixed amount per project funded, e.g. seven bursaries of €2,000 each for individual projects and nine bursaries of €4,000 each for collaborative projects, although it is not yet possible to confirm the exact number of bursaries that will be awarded and amount of each.

Section 1   • • •

COSÁN LEARNING AREAS

1. **Please select the relevant box(es) below to identify which of the six Cosán Learning Area(s) your project aligns with.** If relevant, please tick more than one box. *

☐ Leading Learning

☐ Inclusion

☐ Wellbeing

☐ Literacy & Numeracy

☐ Supporting Teachers' Learning

☐ ICT

☐ Other

2. **If you also selected 'Other' to question 1 above, please provide details below**

Enter your answer

Section 2   • • •

APPLICANT(S) DETAILS

Please provide details of the individual who will be responsible for leading your project (the Cinnire Taighde).

Please note, formal research supervisors appointed by a Higher Education Institution, are not considered to be collaborators for the purposes of this scheme.

Individual applicants must be practising teachers and at least one of the applicants in a collaborative application must be a practising teacher. Every application, whether individual or collaborative must be led by a practising teacher, known as the Cinnire Taighde (Project Leader). This teacher must maintain his or her registration from the time of submission of the application to completion of the project.

If you are a registered teacher currently on career break/secondment/or teaching in a setting other than a recognised school or centre education, you are not considered to be eligible for this scheme.

3. **Full Name** of Cinnire Taighde (Project Leader): *

Enter your answer

4. **Email Address:** *

Enter your answer

5. **Phone Number:** *

Enter your answer

6. **Teaching Council Registration Number**: *

Enter your answer

7. **Sector:** *

○ Primary

○ Post-Primary

○ Further Education

8. **Please specify the <u>name of the school or centre for education</u> where you are currently practising as a teacher?** *

Enter your answer

9. **Please specify <u>your role</u> in the school or centre for education where you are currently practising as a teacher?** *

Enter your answer

10. **Please provide details of all additional individuals involved in a collaborative application who will be responsible for the implementation of the project** (if applicable), enter N/A if not.
*

Please provide the following details for **each** individual on the project:
- Full Name,
- Sector,
- Teaching Council Registration Number,
- School/Institution Name,
- Telephone/Mobile Number,
- Email address.

Enter your answer

OVERVIEW OF RESEARCH

If a response exceeds the word count, information in excess of the word count will not be considered by the review panel, and marks may be deducted. Further information on word count is available on page 5 of the guidance notes.

11. **Project title** (25 words of less), please ensure your title is succinct and in accessible language. *

> Enter your answer

12. **Provide a brief summary of your project** (300 words or less), if successful, this summary may be used in promotional material on the Teaching Council website or in a press release. *

> Enter your answer

13. **Briefly outline the key objectives of your research project including your research questions** (300 words or less). *

> Enter your answer

14. **Is your project being pursued as part of a programme of academic study or related to the attainment of a professional qualification?** *

○ Yes

○ No

15. **If you selected 'Yes' to question 14 above, please provide details below in relation to the programme of academic study/professional qualification of which your research forms a part of.** *

Please note your answer <u>must</u> include:

- Programme Title
- Institution
- Start Date
- Anticipated Completion Date

> Enter your answer

PROJECT PLAN

If a response exceeds the word count, information in excess of the word count will not be considered by the review panel, and marks may be deducted. Further information on word count is available on page 5 of the guidance notes

16. **Please provide a detailed project plan including timelines. For applications with more than one applicant, details must be provided regarding the particular role of each named applicant in each element/stage of the project as listed in Section 2.** *

Please use the following headings when completing your answer:
- Dates (from – to)
- Activity
- Role of Applicant(s)

Enter your answer

Section 5   ...

RIGOUR AND ETHICS

If a response exceeds the word count, information in excess of the word count will not be considered by the review panel, and marks may be deducted. Further information on word count is available on page 5 of the guidance notes.

17. **Please check the box to confirm that you have read the guidance on rigour on page 6 of the Guidance Notes.** *

   ◯ Yes

18. **Please check the box to confirm that you have read the guidance on ethics on page 6 and 7 of the Guidance Notes.** *

   ◯ Yes

19. **Summarise how you propose to undertake the project?** (150 words or less). **In your answer refer to methodology, approach and sample as appropriate.** *

Enter your answer

20. **How will you ensure rigour through your research activities** (150 words or less). *

Enter your answer

21. **Please identify the ethical considerations of your project and outline how you plan to address these.** *

Please use the following headings when completing your answer:
- Ethical consideration(s),
- How you plan to address this consideration(s).

Enter your answer

OUTCOMES AND IMPACT

If a response exceeds the word count, information in excess of the word count will not be considered by the review panel, and marks may be deducted. Further information on word count is available on page 5 of the guidance notes.

22. **Please check the box to confirm that you have read the guidance on outcomes and impact on page 6 of the Guidance Notes**

   ○ Yes

23. **Please detail how your research objectives and questions are of significance/relevance to the profession** (300 words or less). *

   ┌───┐
   │ Enter your answer   │
   └───┘

24. **Please list the anticipated research outcomes from your project** (150 words or less). *

   ┌───┐
   │ Enter your answer   │
   └───┘

25. **Please outline how your research has the capacity to make a significant contribution to teaching/teachers' and students' learning** (300 words or less). *

   ┌───┐
   │ Enter your answer   │
   └───┘

26. **How do you propose to share the findings of your project with others to optimise its impact** (150 words or less). *

   ┌───┐
   │ Enter your answer   │
   └───┘

PREVIOUS FUNDING

If a response exceeds the word count, information in excess of the word count will not be considered by the review panel, and marks may be deducted. Further information on word count is available on page 5 of the guidance notes.

27. **Please identify any anticipated or confirmed additional sources of funding and specify the amount of funding either anticipated or received.** *

Please use the following headings when completing your answer:

- Funding Source
- Amount
- Anticipated/Received Amount
- Total

Enter your answer

28. **Have you or any member of your project team been funded by the John Coolahan Research Support Framework in any previous year?**

○ Yes

○ No

29. **If you selected 'Yes' to question 28 above, please provide details below outlining if/how this project relates to the previously funded project** (150 words or less).

Please note, your answer must include:

- *Applicant(s) Name*
- *Details of Previous Project and its connection with this application (if any)*

Enter your answer

Section 8   ⋯

DECLARATIONS

This section must be completed by ALL APPLICANTS associated with this research project.

By typing name(s) in the answer box, you are deemed to have signed this application.

30. **I/We declare that this is the only application that is being made under the current round of the Research Bursary Scheme and to the best of my/our knowledge, all the information provided is accurate and complete.** *

Enter your answer

31. **I/We declare that I/we have read the terms and conditions of the John Coolahan Research Support Framework's Research Bursary Scheme including the guidance on conflict of interest on pages 7 & 8 of the Guidance Notes and acknowledge that submission of this application form assumes understanding and acceptance of same ***

Conflict of Interest - should any applicant indicate that they do have a conflict of interest, Council staff will contact them for further information before the adjudication process.
*

> Enter your answer

32. **I/We understand the application will be shared with the Centre for Effective Services (CES) which supports the Council in the management of its research functions and the RSF review panel members.**

Please go to page 9 of the Guidance Notes for a link to our Privacy Policy for further information.
*

> Enter your answer

Section 9   •••

CHECKLIST

Please complete this checklist prior to submitting the application form.

33. I have read the Guidance Notes prior to completing this application form:

○ Yes

34. I have fully completed this application form and have entered N/A in any field that is not applicable:

○ Yes

35. I understand that the information provided by me on this application form will be used to contact me:

○ Yes

Submission of Application

All applications <u>must</u> be received **by 3pm on Thursday, 4 November, 2021**.

Applicants are <u>strongly advised to avoid submission close to the deadline</u>. Leaving the application until very near to the deadline may lead to submission failure caused by excessive traffic or issues with applicants' own browser/technical setup. It is the sole responsibility of candidates to submit applications in good time and to ensure that they are complete.

Submit your application by clicking the 'Submit' button below.
If you have any issues please contact **research@teachingcouncil.ie**