



Museum Standards Programme for Ireland
UU PG Diploma Course: Museum Practice and Management

Bursary Application Process
2010/11

Bursaries to the value of 75% of the cost are available to employees or significant volunteers of participant museums and galleries in the Heritage Council's Museum Standards Programme to assist with training requirements to achieve accreditation.

To confirm availability of a bursary:

- Applicants should have received confirmation of a place on the UU PG Diploma Course: Museum Practice and Management.
- Applicants must complete a bursary application form and submit it to the Heritage Council **in advance** of commencement of **each** module to (re)confirm eligibility and availability of a bursary towards the cost of the module. The form must be signed by the applicant's Director/Manager¹.
- The bursary application form should be submitted with a letter from the Applicant's Director/Manager² confirming current employment/volunteer level with an MSPI participant museum/gallery. The letter must also confirm how completion of the module will help the organisation meet standards in the Museum Standards Programme.

The Heritage Council will write to the applicant to indicate if the application has been successful.

Payment of a bursary:

- The Applicant's organisation or the applicant must pay for the course as required by the University of Ulster.
- To receive a bursary the applicant's institution or the applicant should submit a copy of the receipt together with a copy of the original bursary application form to the Heritage Council.
- Upon receipt of their results recipients of a bursary, by each module taken, must send a copy of the results to the Heritage Council to complete the process³.

¹ In the case of a director/manager being the actual applicant the form must be signed by the relevant authority, Chair of the Board, Line Manager, Director of Services, or City/County Manager as appropriate.

² Letter: as above

³ If results are not submitted this may adversely affect the availability of bursaries to complete remaining modules.



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Name:

Name of Collection/Museum/Gallery:

Address:

Contact Address if different:

Contact: Email:

Mobile:

Work Tel.:

Job /Volunteer Role in the Collection/Museum/Gallery:

Please indicate succinctly how completion of this module will enhance your professional development and how the course applies to assisting your organisation to achieving accreditation:

University Registration No.:

Name of Module:

Course start date:

Director/Manager's confirmation of employment, etc., letter attached: yes no

Applicant Signature: _____

Date: _____

Director: _____

Date: _____

(Please print)

Signature: _____

Date: _____