

This guide demonstrates how to make an application to the University of Strathclyde for Postgraduate Research programmes.

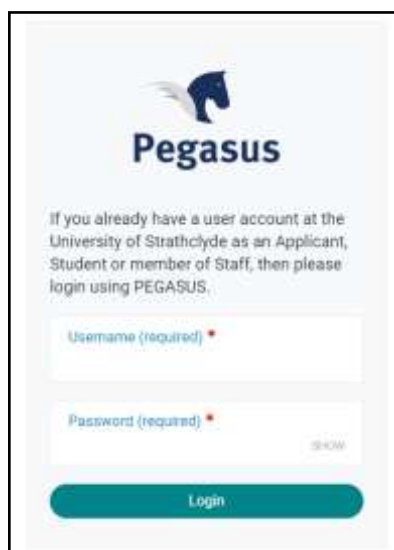
All applications are made via the University application portal, Pegasus.

To begin, select the programme you wish to apply for through the strath.ac.uk website

If there is more than one option for the programme, for example, a full time and part time study option, these will be shown.

Applicants are taken to apply via Pegasus, an online portal used by the University. For applicants who have applied to the University previously, or who have perhaps already studied at Strathclyde, you will already have a Pegasus account.

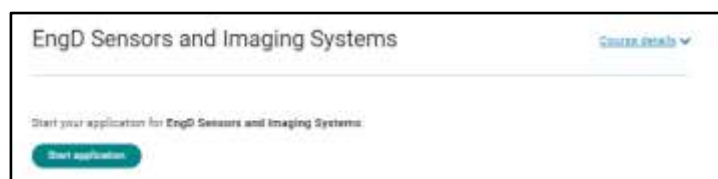
By making an application in this case, the programme of study will be added to your existing Pegasus account.



The screenshot shows the Pegasus login interface. At the top is the Pegasus logo, which features a stylized blue horse head. Below the logo, the text reads: "If you already have a user account at the University of Strathclyde as an Applicant, Student or member of Staff, then please login using PEGASUS." There are two input fields: "Username (required)" and "Password (required)". The password field has a "SHOW" link to its right. A teal "Login" button is positioned at the bottom of the form.

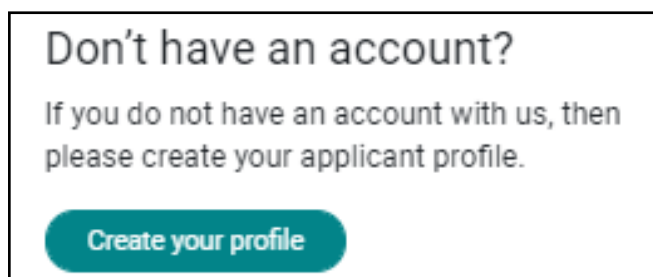
Login to your existing Pegasus account by entering your Username and Password.

The programme will show and you will be able to start the application.



The screenshot displays the application page for "EngD Sensors and Imaging Systems". The page title is "EngD Sensors and Imaging Systems" with a "Course details" dropdown menu to its right. Below the title, there is a section titled "Start your application for EngD Sensors and Imaging Systems:" followed by a teal "Start application" button.

If you do not already have access to Pegasus, select 'Don't have an Account' and create your applicant profile:



The screenshot shows a page titled "Don't have an account?". The text below the title says: "If you do not have an account with us, then please create your applicant profile." At the bottom of the page is a teal button labeled "Create your profile".

The screenshot shows the 'Create your PEGASUS profile' form. The 'Your details' section includes the following fields:

- Title (required) *
- Forename (required) * (0/30)
- Surname (required) * (0/30)
- Email (required) * (0/30)
- Confirm email (required) * (0/30)
- Date of birth (required) * (Choose date)
- Gender (required) *
- Nationality (required) *

Complete each of the sections under 'Your details'.

Anywhere there is a red * indicates a mandatory field, and you must complete this section.

Once complete, you will be asked to set a password and agree to the terms and conditions.

Once complete, select 'Create Profile'

The screenshot shows the 'Set password' section of the form. It includes the following fields:

- Password (required) * (0/16)
- Confirm password (required) * (0/16)
- I agree to the [terms and conditions](#) (required) *

Below the fields, there is a note: "This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply." At the bottom, there is a teal button labeled "Create profile".

The applicant completes the applicant profile and once submitted, a username will be created.

The screenshot shows a confirmation message: "Applicant Account Successfully Created". The text reads:

Thank you for submitting your details.

Your username is: **APP00271317**.

Your PEGASUS username for your Applicant account has been sent to your personal email address - **wj19102@test.com** - with instructions on how to access PEGASUS.

Please ensure you have received this email, as these credentials will be required for any subsequent access to this system.

At the bottom, there is a teal button labeled "Start application".

An email containing the username and password will be sent to the applicant.

Once logged into Pegasus, an application dashboard will be shown.

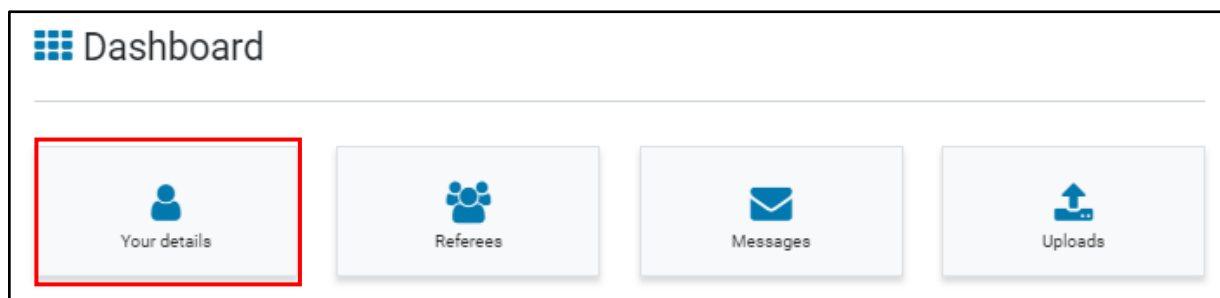
The screenshot shows the Pegasus application dashboard. At the top, it says "Dashboard". Below this, there are four main navigation buttons:

- Your details (with a person icon)
- Referees (with a group of people icon)
- Messages (with an envelope icon)
- Uploads (with an upload icon)

Below this, any applications attached to your Pegasus account will be shown.

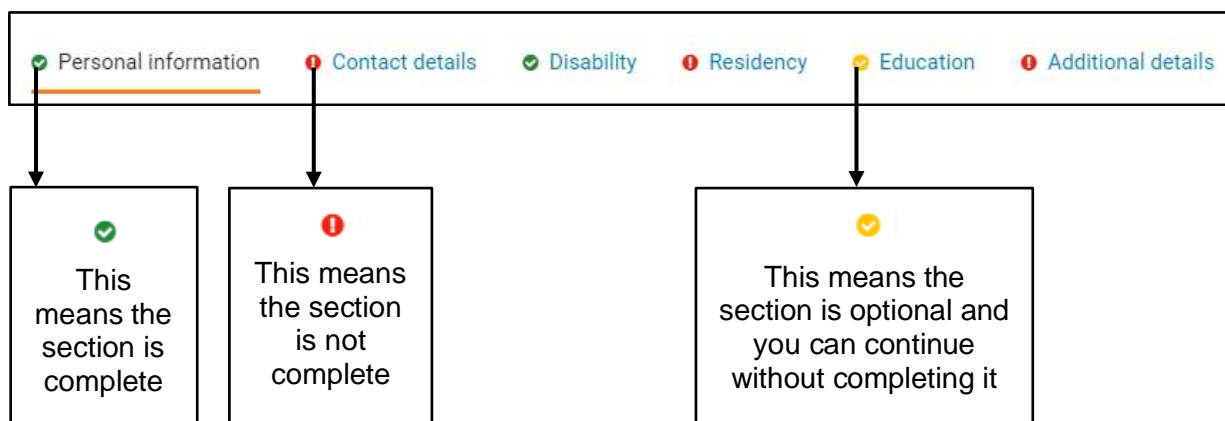
Programme of Study	Start date	Application status
EngD Sensors and Imaging Systems	Incomplete Sep 2021 Details ▾	Application Incomplete

The Dashboard



Your details

In this section, you must enter your personal details. This includes your full name, contact information, residency and education.



Before submitting your application(s) each mandatory section must be completed.

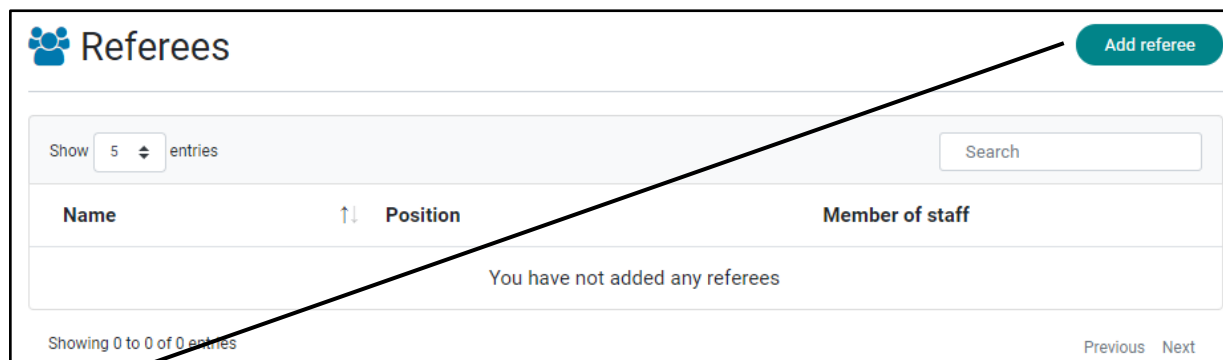
All of the information held within the 'Your details' section only needs to be completed once, even if you are applying to multiple programmes.

Referees

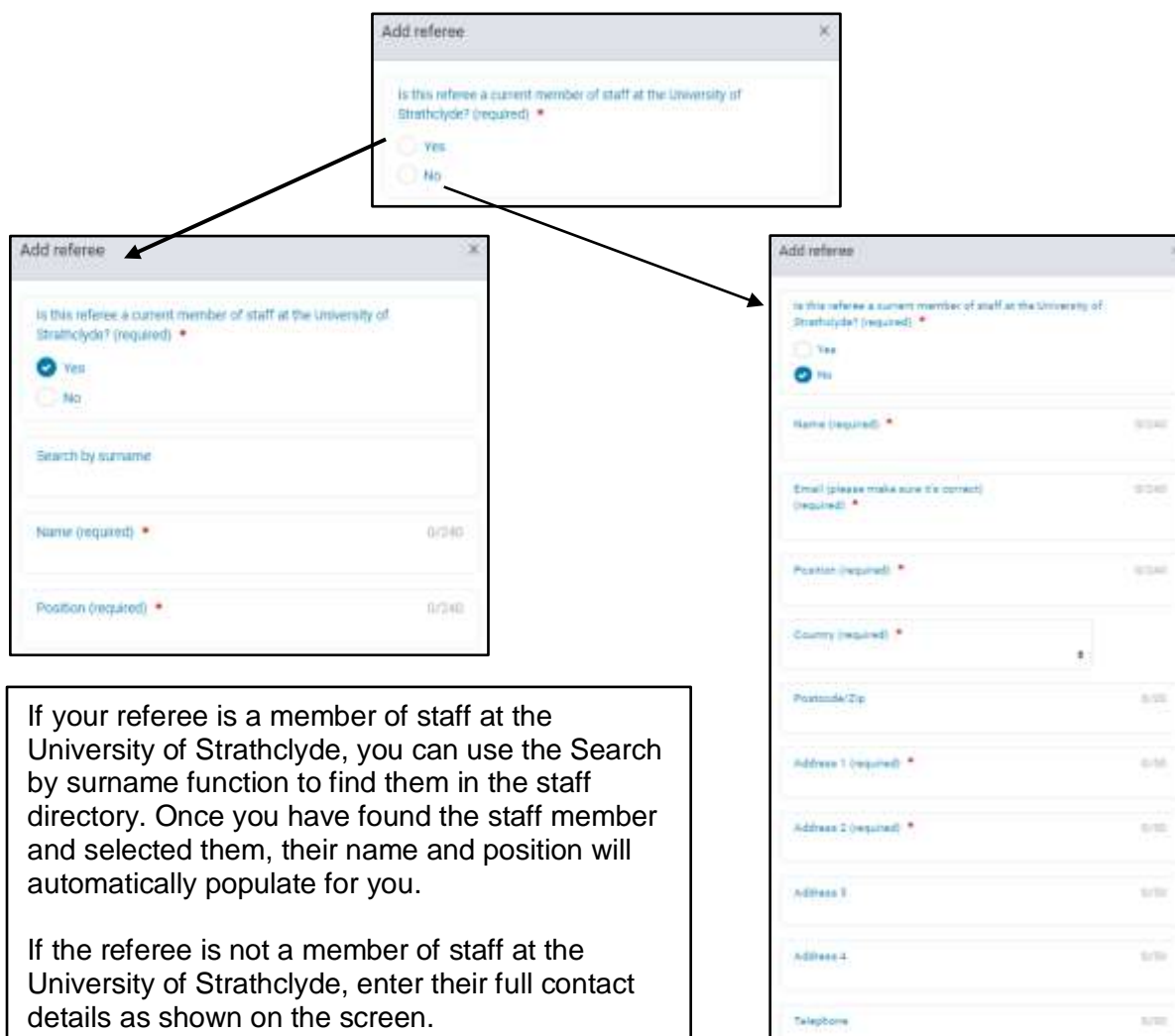


As part of your application you may be asked to provide referees. You can add a bank of referees in the dashboard to choose from when you complete your programme application.

To do this, select the 'Referee' button on the dashboard.



Click on 'Add referee' to begin the process.

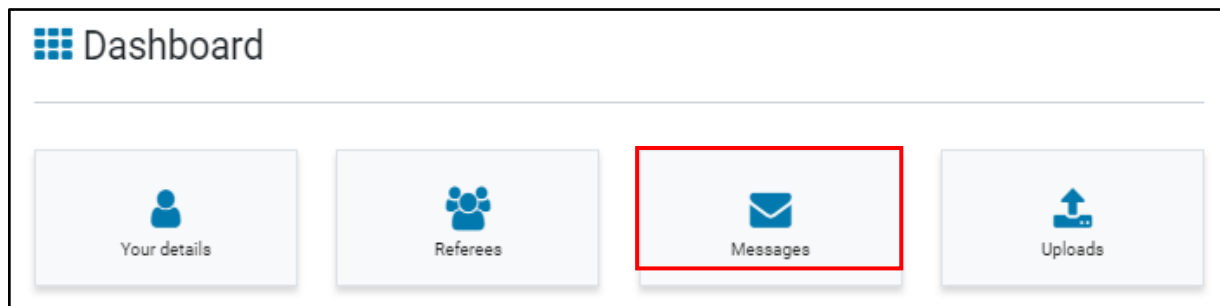


If your referee is a member of staff at the University of Strathclyde, you can use the Search by surname function to find them in the staff directory. Once you have found the staff member and selected them, their name and position will automatically populate for you.

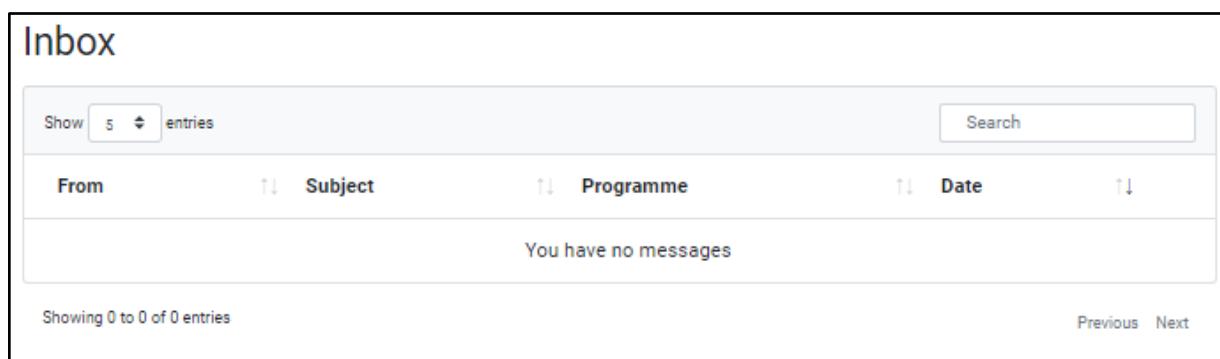
If the referee is not a member of staff at the University of Strathclyde, enter their full contact details as shown on the screen.



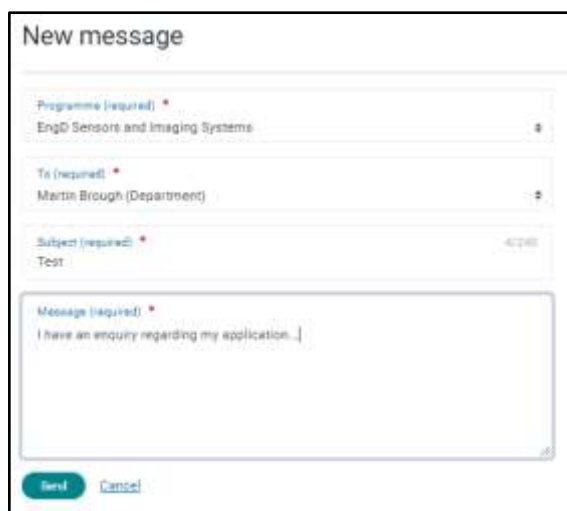
Messages



Communications made via Pegasus will appear in the Messages section of the dashboard.



You can create messages should you wish to contact the department.



To add a new message, select the applicable programme.

Any staff linked to the programme will be available in the 'To' field. Select the appropriate member of staff.

Enter a subject for your message.

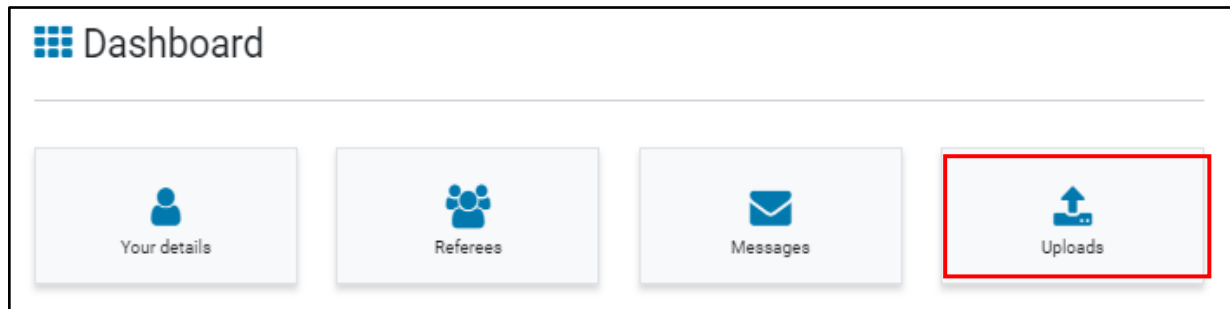
Enter the details of your message.

Press send.

You can view your sent messages in the sent items tab.

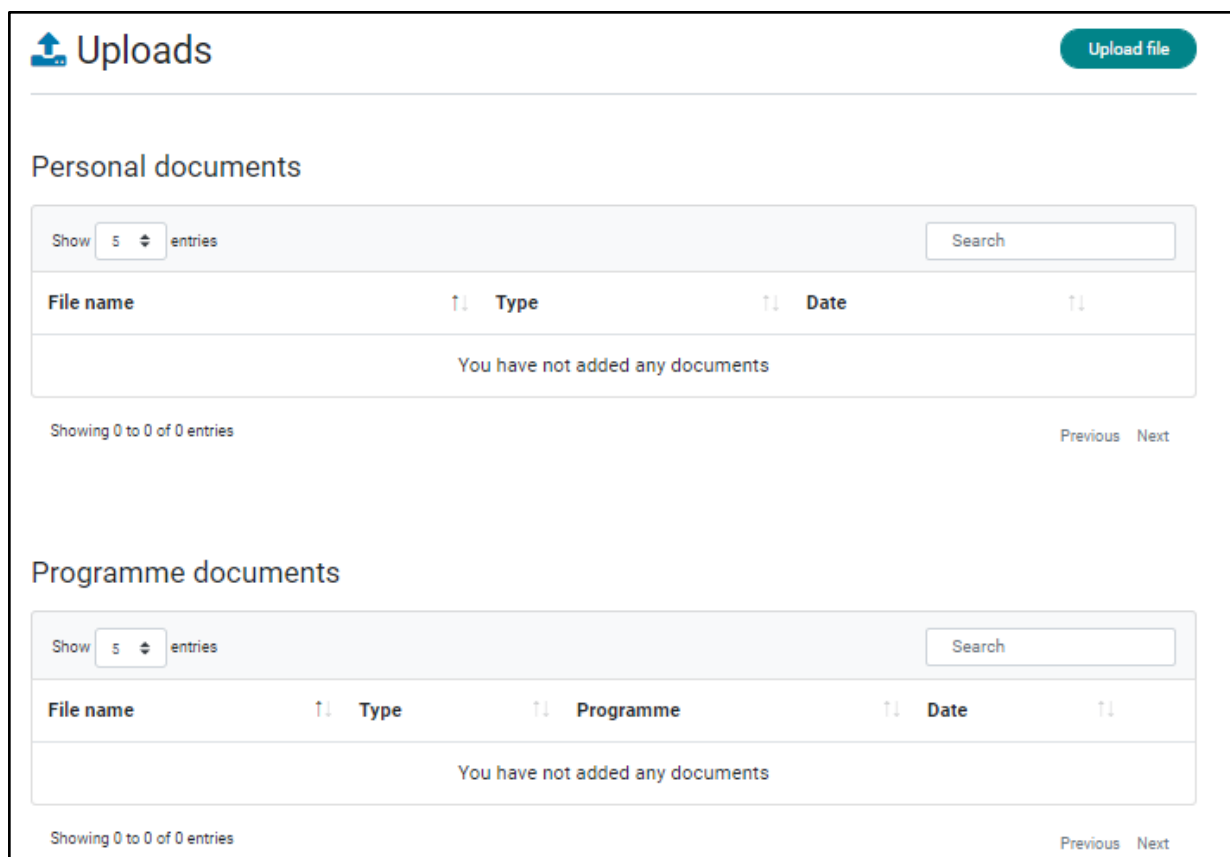


Uploads

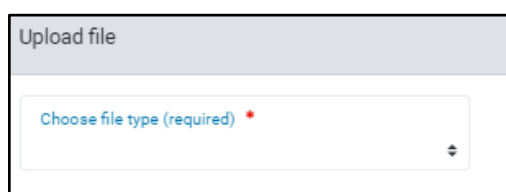


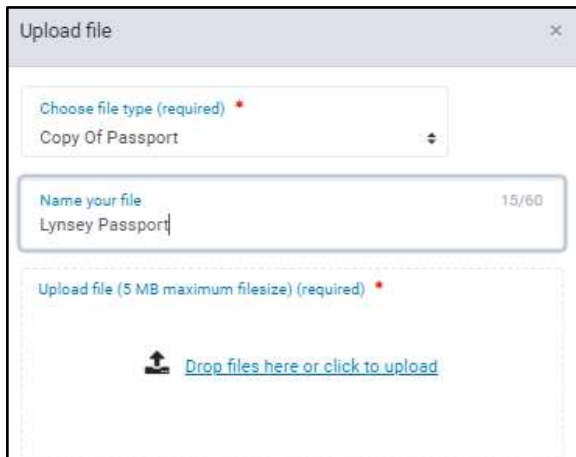
Throughout your application to the University of Strathclyde, you will be asked to upload documents to support the application. These can be personal documents such as passport or visa details; or programme specific documents for example copies of your English Language qualifications.

All documents can be uploaded throughout the application, or via the Upload file button on the dashboard.



Click the Upload file button.



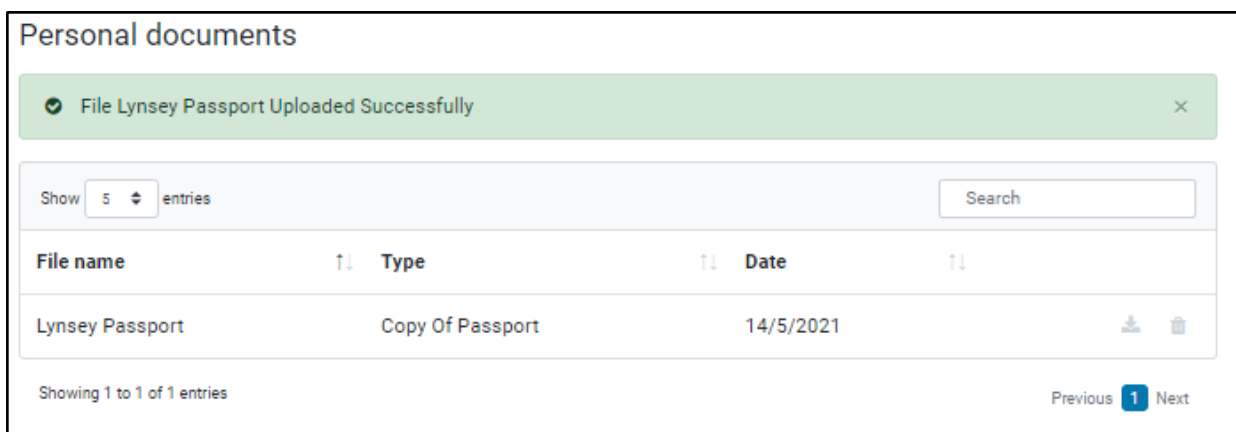


Select the file type, for example Copy of Passport.

You can choose to name your file but this is not mandatory. This can be useful in viewing your files easily at a glance.

Upload the file. This must be 5MB or less.

Once uploaded, the file will show on the uploads dashboard.

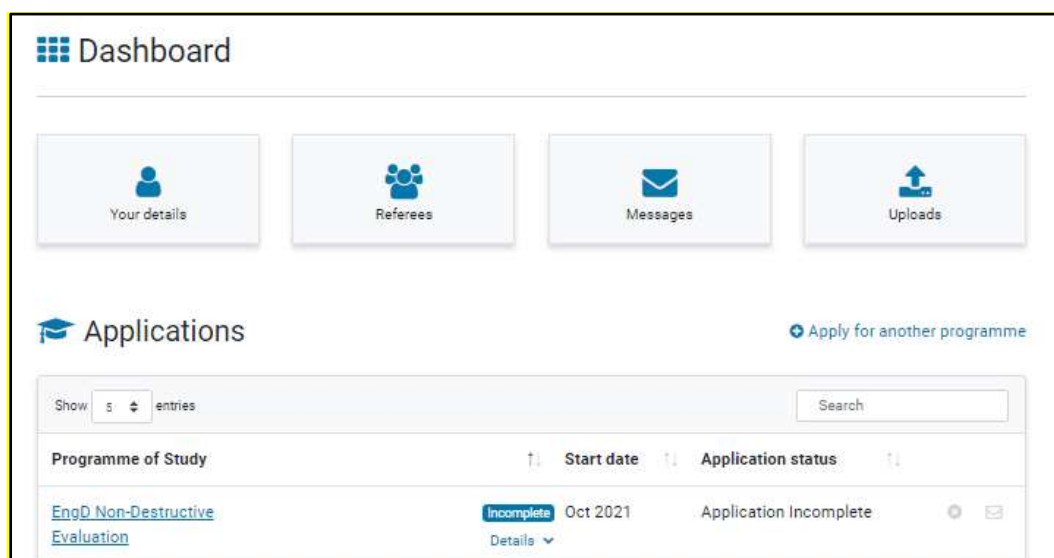


File name	Type	Date
Lynsey Passport	Copy Of Passport	14/5/2021

Programme Application

Now that your personal dashboard is complete, it is time to finish the application by completing the information required specific to the chosen programme of study.

To do this, navigate to the home screen. Here you will see all of your applications.



Programme of Study	Start date	Application status
EngD Non-Destructive Evaluation	Oct 2021	Application Incomplete

Select the application from the list (if you have more than one be careful to select the correct programme).

For each programme, you must complete the mandatory sections, with the option of adding referees and employment & experience where applicable.

EngD Sensors and Imaging Systems

PGR Study Details Funding Programme Referees Employment and Experience Review and submit

PGR Start Date

PGR programmes can be flexible in the start date and duration, however some have set start dates that cannot be changed.

To select a start date, use the drop down menu. A list of options will be shown.

Start date

Select your Preferred Start Date (required) ▾
01 October 2021

Minimum duration of study
36 months

Expected end date
01 October 2024

Maximum end date
01 October 2025

The start date and minimum duration can be amended after submission by an academic selector.

Start date

Select your Preferred Start Date (required) ▾
01 October 2021

01 October 2021
01 November 2021
01 December 2021
01 January 2022
01 February 2022
01 March 2022

PGR Study Details

PGR applicants are expected to provide a brief summary of their proposed area of research. Enter this summary in the Field of study box.

Start date

The start date and minimum duration can be amended after submission by an academic selector.

Field of study

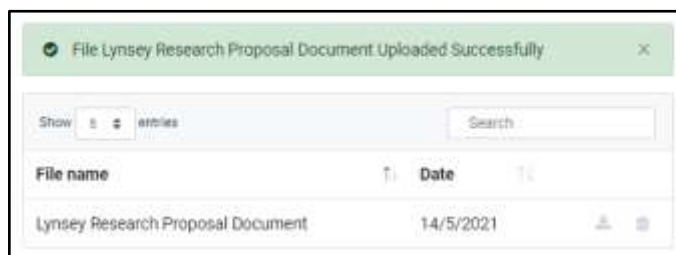
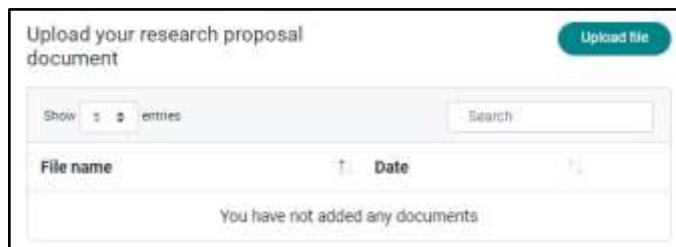
Please provide a brief summary of your proposed area of research. This could be the title of your research proposal and/or short description.

Field of Study (required) * 50/220
This is a brief summary of my proposed area of research..]

Please note, if you make an application direct via the Research Opportunity pages, the Field of Study will be pre-populated for you.

In addition to this, the Primary Supervisor for that particular research opportunity will be pre-populated.

In addition to the above, you must also upload your research proposal document. Click the Upload file button to do this. You can name the document however this is not mandatory. Select the file to upload.



This uploaded document will also show in the Upload section of the dashboard.

All PGR student are assigned a primary supervisor. This is an academic member of staff within the University with the appropriate qualifications who is appointed to supervise and support a postgraduate research student.

If you have a preferred primary supervisor, you can indicate this as part of your application. Use the list to select the primary supervisor. Please note, indication of your preferred supervisor does not guarantee they will be allocated to you. The supervisors shown are appropriate to the department.

Primary supervisor

Please indicate if you have a preferred Primary Supervisor from the Academic Department.

Note: It cannot be guaranteed that you will be allocated your preferred supervisor.

Preferred Primary Supervisor

Preferred Primary Supervisor
Prof Olimpo Anaya-Lara

To complete this section of the application, select your study mode. There are 4 study modes to choose from.

Study mode Details

How do you request to undertake your studies? Select the most appropriate

- Study at Strathclyde University with Strathclyde Supervisors
- Study remotely/distance learning with Strathclyde Supervisors
- Study mainly at another Institution/Organisation with External and Strathclyde Supervisors
- Study jointly with another Institution/Organisation with Strathclyde and External Supervisors

If you are unsure of the study mode, click the Details link for further information.

Study at Strathclyde University with Strathclyde Supervisors
Student will study solely at Strathclyde University and will normally be expected to be in attendance. Students will be appointed at least two Strathclyde Supervisors.

Study remotely/distance learning with Strathclyde Supervisors
Approval to be sought for a Department/School/Faculty to accept a student to undertake a research degree (PhD, MPhil, MRes) where the majority of time is spent working remotely (distance learning). Students will have Strathclyde supervisors and pre-agreed contact points either in person or digitally must be agreed. Full or Part Time fee will be charged depending on minimum duration of study.

Study mainly at another Institution/Organisation with External and Strathclyde Supervisors
Approval to be sought for a Department/School/Faculty to accept a student to undertake a research degree (PhD, MPhil, MRes) where the majority of time is spent at another institution, employer, or other remote location (off-campus). Full or Part Time fee will be charged depending on minimum duration of study.

Study jointly with another Institution/Organisation with Strathclyde and External Supervisors
Approval to be sought for a Department/School/Faculty to accept a student to undertake a research degree (PhD, MPhil, MRes) jointly supervised with another institution(s)/organisation. Students must spend at least one third of their studies at Strathclyde and pay full time fees whilst in attendance. When not in attendance at Strathclyde, a proportion of the full-time fee will be charged to be agreed.

Funding

As part of the application you must indicate how you intend to fund the programme if you are offered a place of study.

How do you intend to fund the programme of study if you are offered a place? Please select ONE of the following:

Source of Funding (required) *

I will be responsible for payment of my own fees and confirm I have sufficient funds available (you may be asked to provide evidence of this).

I will be sponsored and agree to upload a copy of the letter confirming this.

I have applied/intend to apply for a grant/scholarship/funded opportunity.

I will have multiple sources of funding and will provide additional details in the box below

Please upload your funding documentation sponsorship letter, grant/scholarship confirmation.

Select the funding source from the options provided. This is mandatory and you will not be able to proceed with your application without completing this section.

If you have supporting evidence of funding, use the upload link to provide this.

If you do not have any letters or supporting evidence regarding funding, please enter when you expect this to be received in the additional funding information box. If you intend to fund your place of study via grant/scholarship/funded opportunity; or have multiple sources of funding, you must enter additional information in the box provided.

Additional Funding Information (required) *

If you go on to study at the University, we may be required to share information related to your academic progress and/or award if this information is requested by your sponsor/funding body.

Completion of this section is NOT an application for financial support. You must make a separate application to the appropriate sponsorship or funding body.

More information on financial assistance and scholarships can be found on the website [fees/funding](#) pages.

Please contact financehelpdesk@strath.ac.uk with any questions about funding arrangements e.g. payment methods.

You are responsible for ensuring you are able to fund the programme of study.

Completion of this section of the application is **not** an application for financial support.

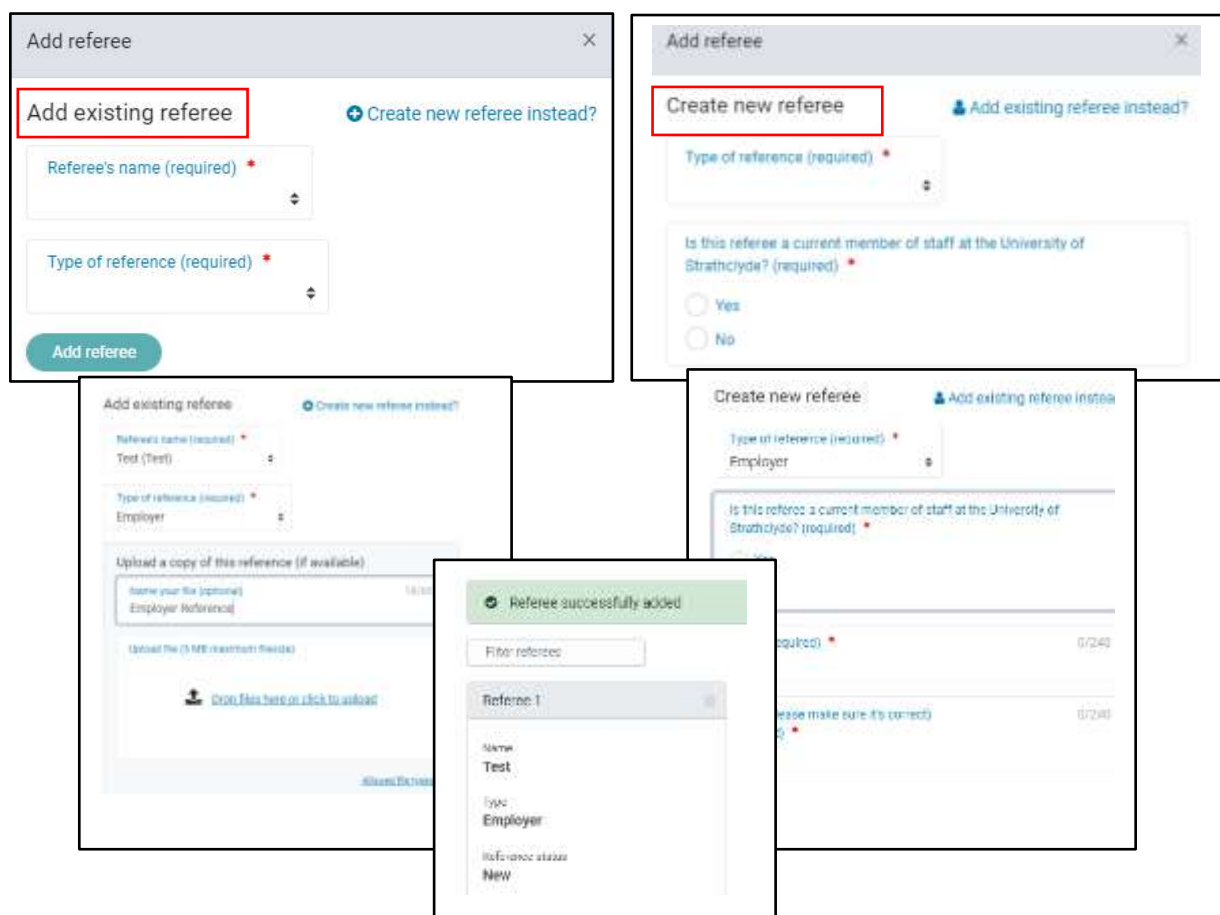
If you require assistance use the links to contact the Finance team or view the fees/funding webpages.

Referees

It is now time to add any referees to support your application. If you added referees in the dashboard earlier in the application process, you will be able to select these. To do this, click the Add referee button



You now have the option of selecting a referee from the list (these are the referees you entered earlier); or create a new referee.



Employment & Experience

PGR applicants are expected to add employment and experience to support the application. Please only add employment & experience which is relevant to your application.

To begin, click the Add record button.

Employment and Experience

Add record

Please provide an overview of any employment/experience that is relevant to your application. Please start with the most recent employment/experience. Use 'Add Employment and Experience' at top right of the page to add new records.

No records saved

Add record

Name of Company/Organisation (required) * 4/240
Test

Job/Role Title (required) * 4/250
Test

Dates of Employment/Experience

From (required) * 04/02/2019 To (required) * 14/05/2021

Please provide an Overview of skills/experience relevant for this application (required) * 24/2000
Provide overview here... []

Add

Enter the details of the employment and experience including the company name, job title, dates, and an overview of your skills and experience.

Once complete, press Add for the record to be added to your application. You can add multiple records if they are applicable to the application.

Record successfully added

Test

Name of Company/Organisation
Test

Job/Role Title
Test

From
04/02/2019

Review & Submit

Once you have completed the above sections, it is time to review and submit your application for consideration.

It is recommended that you take time to look through your answers, paying particular attention to any uploads you may need to support the application.

Terms and conditions of your application and the PGR Code of Practice which is applicable to all University of Strathclyde research degrees is shown on the review page. If you go on to be a student, you will be required to agree to these during the registration process.

[Code of Practice for Postgraduate Research Students](#)

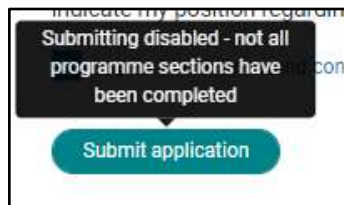
I acknowledge that, should I become a student, I will be required to agree to the Code of Practice for Postgraduate Research and indicate my position regarding Intellectual Property (IP) at registration

I agree to the terms and conditions (required) *

Submit application

When you are happy with the application, press the Submit application button.

If you have missed any mandatory information throughout the application, the submit button will be disabled.



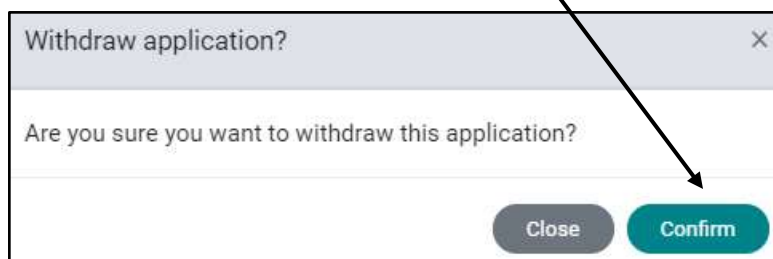
The application will show as submitted on the dashboard.



Should you wish to withdraw your application, select the cross icon.



Confirm that you wish to withdraw the application.



Any messages and communication relating to your application will be shown in the messages section. To view these, click the message icon.



You will be notified of any updates to your application.

Additional Information

If you have any queries regarding your application and contact the department, you will be asked for your applicant number. This is the number that refers to you as the applicant.

To find your applicant number click on the title of the programme:



The applicant number is shown in the summary.

Summary

Application submitted on 20 May 2021, 1:46 pm

[✕ Withdraw application](#)

Application summary

Applicant number
209020553 / 13

If you have made applications to multiple programmes, you will also have application numbers. This is a combination of your applicant number and choice number. In the example above, 13 applications have been made, and so the applicant number is followed by /13.

You have now successfully submitted an application for postgraduate study at the University of Strathclyde.