

## Ireland Chair of Poetry Student Awards 2025 | Guidelines for Applicants

### **Purpose and objectives of the prizes:**

The Ireland Chair of Poetry Trust has established these prizes to encourage and assist students who are pursuing Master's degrees in Creative Writing or Poetry.

### **Who is eligible?**

Only Master's students studying for degrees in Creative Writing or Poetry at Queen's University Belfast, Trinity College Dublin or University College Dublin are eligible to apply.

Students must be registered in the current academic year (2024-25).

Previous winners are not eligible to apply.

### **Application checklist**

Use the checklist below to make sure that your application for the Ireland Chair of Poetry Student Award is complete.

- I have included my application form
- I have filled out all of the sections of the application form
- I have included four poems
- I have asked someone else to check over my application to make sure there are no errors and nothing is missing.

### **Getting help with your application:**

If you have a query applying for this award please email the Ireland Chair of Poetry Trust Administrator Camille Lynch on [irelandchairofpoetry@gmail.com](mailto:irelandchairofpoetry@gmail.com)

### **Deadline for submission of applications:**

5.00 pm Wednesday 12<sup>th</sup> March 2025

### **What are the prizes?**

A minimum of one prize will be awarded to participating universities, each valued at 1,000 Euros, with a maximum of six prizes being awarded, providing sufficient merit is shown.

### **What supporting material must you submit with your application?**

In order to be considered eligible for assessment, you must submit the following:

1. A completed application form
2. Examples of your work (4 poems). There is no minimum length but the total length of the poems submitted should not exceed 200 lines.

### **Making your application – important notes:**

- All applications must be made to the Ireland Chair of Poetry via email: [irelandchairofpoetry@gmail.com](mailto:irelandchairofpoetry@gmail.com)
- Only complete applications will be accepted, and additions/edits cannot be made after the fact.
- Please mark the subject as 'Ireland Chair of Poetry Student Prize'.
- Applications made in any other way (by post, fax etc.) will not be accepted.
- Give yourself enough time to complete the application

### **The assessment process:**

- All applications received are acknowledged.
- Applications are checked for eligibility.
- All eligible applications are assessed by an assessment panel comprising of the current Ireland Professor of Poetry and two Trustees of the Trust.
- Decisions are communicated in writing to applicants.

### **Declaration of conflict of interest:**

To ensure fairness and equity in decision-making, all those involved in the assessment of applications (or other aspects of the decision-making process e.g. shortlisting, sign-off, budget setting) must declare an interest where they have a close personal or professional link with the applicant or are linked in any way with the application. An 'interest' is either 'pecuniary' or 'non-pecuniary' (e.g. familial relationships, personal partnerships, or formal or informal business partnerships, etc.).

### **Criteria for the assessment of applications:**

The assessment criteria are eligibility and artistic merit.

### **Outcome of applications:**

All applicants will be informed, via email, of the outcome of their application.

The decision of the panel is final.

If your application is successful, you will receive the prize shortly afterwards.

Prizes will be paid into a bank account held in the name of the applicant.