

## **Name of Policy:** Conflict of Interest (PG Admissions)

**RESPONSIBLE COMMITTEE:** Educational Policy Committee

**RESPONSIBLE OFFICER:** Senior Tutor

**LINKED DOCUMENTS: College:** Graduate Admissions information

**LINKED DOCUMENTS: Other:** University Conflict of Interest Policy

**Annual Review date:** First meeting of Hilary Term

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## **POLICY**

- I) In making recommendations for graduate admissions, Fellows should have regard to the [University's Conflict of Interest Policy](#) as it applies to graduate admissions.
- II) A potential conflict of interest may arise where an applicant is a relative, friend, or close associate of the person asked to recommend their admission to the College, or where that person has business or other personal dealings with the applicant.
- III) Where an actual or potential conflict of interest arises, the matter should be referred to the Senior Tutor, who has oversight of graduate admissions within the College and will advise on the appropriate course of action in the circumstances.
- IV) Fellows making recommendations for graduate admission will often know existing or former members of the College applying for further study. In this respect, the College's published [graduate admissions information](#), states that preference may be given to current or former students of the College. Such a connection will not normally, in itself, constitute a conflict of interest.
- V) The College's graduate admissions information also recognises that a connection between the applicant's proposed research and the academic interests of a Fellow may be relevant to the admission decision. This will commonly arise where the applicant proposes to work under the supervision of the Fellow concerned. In such cases, the proposed supervisor should normally involve another College colleague within the relevant subject area in the recommendation process and should draw the Senior Tutor's attention to the academic connection. The Graduate Office can advise, where necessary, on appropriate colleagues to consult.
- VI) Similar considerations may arise in the assessment of scholarship applications, including the College's North and Beeston Senior Scholarships (for internal applicants who may well be known to panellists) and in the assessment of candidates proposed for College-funded or external graduate scholarships. Such potential conflicts should be noted to the Senior Tutor as at Clause III above.

**POLICY HISTORY**

<i>Date of GB approval</i>	<i>Brief summary of changes</i>	<i>Confirmation that linked documents have updated if necessary</i>	<i>College policy register updated</i>
23/06/26	Creation of a formal policy on the College template.	Yes	23/06/26