

Anonymisation your SGSSS Application Documents

As part of your SGSSS Student-Led Open Application, we ask you please redact any identifiable information on your application materials.

Below we have provided some samples that have been redacted. Note, these sample documents (CV and transcript) are **only** samples and SGSSS **does not expect** your documents to follow the same format.

For Transcripts, we understand you may not always be able to replace your name with your student ID, if this is your situation, please proceed in redacting it simply with a black box. Additionally, for any transcripts that need to be translated, SGSSS asks the document is translated into British (UK) English.

We generally use PDF Adobe Acrobat to redact/edit documents. You can use this guide published by Adobe on how to redact PDF documents: <https://www.adobe.com/acrobat/resources/how-to-redact-a-pdf.html>

We are available if you have any questions, at team@sgsss.ac.uk

Sample A: CV

SLOC-DTP2-23-0000000000

123 Some Street ▪ Right Here, UK ▪ ima.sample@ed.ac.uk

Replace your name with your application ID, here, and on your publications.

For a CV, we ask you please redact any indefinable information (i.e., pictures, gender, date of birth).

Education

Sample University

Edinburgh, Scotland

Bachelor of Science in Economics

Expected Graduation Date: May 2023

Certification

Insert Certification Name, Passed

Relevant Experience

Assistant Teacher

January 2020-Present

Insert School,

- Plan and implement learning activities for students with varied abilities.
- Work collaboratively with physical education staff to modify exercise activities for each student.
- Administer class curriculum for a three week period to include lesson plan development.
- Assist Mentor Teacher with modifications of lessons for students with learning disabilities.

Publications

SLOC-DTP2-23-0000000000., & Trapero, A. (2021). This is a sample article name. SampleJournal, Volume 1 (Issue 1), 13-17.

SLOC-DTP2-23-0000000000, Sample, I., & Ejemplo, R. (2020). Another sample article. SampleJournal2, Volume 2 (Issue 2), 5-10.



Sample B: Transcript

Transcript

Date Issued: 20 November 2023

This section is where a student's name would be listed. We ask you please replace this with your application ID.

We also ask you redact any other identifiable information that may be listed on you transcript like gender and date of birth.

SLOC-DTP2-23-0000000000	
Department: Economics	
Programme Title: BSc (Hons) Economics	
Language of Instruction: English	Registration Number: 123456789
Start Date: August 2014	
Award Name: Bachelor of Science Economics	
Date of Award: December 2016	Degree Class Award: 2:1

Year 1 Results (2016/17)

Unit Code	Unit Title	Credits awarded	Attempt	Mark (%)	Outcome
AZ1234	Introduction to Business Law	6	1	66	Pass
EL1324	Academic Writing for Management	3	1	68	Pass
TS1313	Economics of the Music Industry	3	1	54	Pass
EW4837	Intro to Business Accounting	6	1	61	Pass
EW5830	Intro to Macroeconomics	6	1	64	Pass
TQ8402	Accounting and Organisations	3	1	59	Pass

The transcript may continue after this. For the purpose of this sample, we are providing a clipping of the top part of the sample transcript. If your indefinable information is found in other parts of the document, please follow the same instructions above in redacting.