

Application for Financial Assistance for Graduate Research (and Research-related) Expenses

Sidney Sussex College, Cambridge CB2 3HU

Please complete and sign this form and return it to Graduate Tutors' Office, Sidney Sussex College, Cambridge. This information and your application will be considered in strict confidence.

Name (in Block Capitals):	
Degree & Subject:	
Email address:	
Matriculation date:	
End date/Anticipated date of submission if on PhD:	
Year of Graduate Study:	
Research Topic:	
Name & Email Address of Supervisor:	
Sponsor (if applicable):	

Name/s of Award/s applied for: (Tick all which apply)	Graduate Research Fund		Graduate Lawyers' Fund	
	North American Foundation Fund		Scott Morten Fund	
	Whittington Fund		Parry Dutton Student Fund	

DATES & LOCATION OF RESEARCH:	
PLEASE STATE TOTAL AMOUNT REQUESTED FROM COLLEGE £:	
Other currency (specify):	
<p>Please justify the reasons for your claim including detailed estimate of proposed expenditure. Please attach receipts, invoices or print-outs of payments. Do NOT convert non-Sterling currencies. If receipts are not available, they will need to be submitted within a month of the date of completion of the proposal. Include details of other financial support, applications made or likely to be received. Continue statement on separate attached page if necessary.</p>	

DECLARATION:	
<p>I certify that the information given above is correct and accurate and that reasonable efforts have been made to find other sources of support. I understand that a condition of acceptance of an award is to provide the College with receipts for the expenses claimed, within one month of the date of completion of the proposed research.</p>	
Signed:	Date:

SEE OVER FOR SUPERVISOR'S STATEMENT OF SUPPORT AND BANK DETAILS SUPERVISOR'S STATEMENT OF SUPPORT

* Please see <http://www.sid.cam.ac.uk/current/postgrads/finance/> or attached page for eligibility criteria and further guidelines.

To be completed by the Supervisor

Please tick as appropriate:

..... I certify that the expenditure detailed above is fully justified in support of this student's studies AND/OR (for applications other than to the Graduate Research Fund) has more general value for this student

..... I certify that reasonable efforts have been made to find other sources of support

..... Other support is, or is likely to be, available. Details are as follows:

Please comment on the student and the proposal for which support is sought (continue on a separate page if necessary):

Name:

Department

Signature:

Date:

BANK DETAILS

If you have a UK bank account into which any amount awarded can be paid, please provide the details below. If this section is left blank, the amount awarded will be paid by cheque.

Bank	
Account name	
Account number	
Sort code	

Official use only

<i>Amount awarded:</i>	<i>Fund(s) Used:</i>	<i>Signed:</i>	<i>Date:</i>
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APPLICATION GUIDELINES

Applications for research support must be shown to be relevant to the student's research and must have the support of the research supervisor. All reasonable efforts should be made to secure funding from other sources before application to the College. College funding may be refused or reduced if it is expected that other sources are available and have not been approached.

Applications may be made to cover the cost of, for example: fieldwork, research outside Cambridge, conference attendance, course fees (but not University or College fees), library expenses etc. In the case of books, justification should be given (i.e. lack of availability in libraries, frequency of use etc).

The College will not normally accept applications for research consumables (e.g. chemicals, instrument charges, technician charges etc) and for equipment and consumables that would normally be provided by the student's University department. It will also not normally accept applications for computer equipment or software.

Please note that ordinarily you may not apply retrospectively. Failure to provide the receipts required may result in the amount of any award being added to your College bill.

Graduate Research Fund

Candidates for the degrees of PhD and MPhil (where the course is more than 50% research based) are ordinarily eligible to apply for expenses which will be incurred during the first nine terms (or for MPhils, 3 terms) of their degree. Very exceptionally, the Graduate Tutors may consider an application after this time. Applications for major items, other than conference attendance or thesis preparation, will not normally be considered after the first six months of the third year of residence. MPhils are formally classified as "research" or "taught" degrees by the Student Registry. If you are unsure of your status in this respect, please consult the Graduate Tutors' PA.

Students may apply for research funds, with a cumulative maximum grant of £1000, with ordinarily a maximum grant of £500 per application and per academic year. Part-time PhD students may apply for up to £350 as may research MPhil students; if the student subsequently carries on to read for a PhD degree, the amount awarded will be counted towards the cumulative maximum grant. Students are not eligible to apply for any period during which they have intermitted (and that period will not count towards the nine-term limit); students who have leave to work away are eligible to apply for research funds (and, correspondingly, that period will count towards the nine-term limit).

North America Foundation Fund and Parry Dutton Student Fund

The North America Foundation Fund is for students from the United States or Canada only. It is primarily aimed at MBA students at the Judge Business School, but other graduate students may apply. The Parry Dutton Fund is for grants to students for periods of travel, residence, or study in the United States of America with the aim of strengthening Anglo-American relationships.

Grants are ordinarily limited to those in their first nine terms for candidates for the degree of PhD, or for students on one-year courses (MPhil, MBA, LL.M, MCL, PGCE, CASM), the first three 3 terms of their degree. Vet MB and MB students may apply any time during their nine terms of graduate clinical study.

As with the graduate research allowance, students are not eligible to apply for any period during which they have intermitted (and that period will not count towards the usual nine-term limit); students who have leave to work away are eligible to apply for research funds (and, correspondingly, that period will count towards the usual nine-term limit).

Students may normally apply for funding up to a maximum of £1,500. In exceptional cases requests for a higher amount may be considered. All applicants should be aware though that the award of funds is a competitive process and the judgement of the Graduate Tutors will be final.

Any award which may be given is conditional upon a 500 word report being supplied to the College within one month of completion of the research.

Graduate Lawyers' Fund, Scott Morten Fund, Whittington Fund

These funds are available, respectively to those studying Law or Criminology (whether the Ph.D., the Diploma in Legal Studies, the Diploma in International Law, the M.Phil. (one-year course) in Criminology or Criminological Research, or the LL.M or MCL), to students visiting MIT, or visiting from MIT and to support students in Earth Sciences and Biology. They are available on the same terms as the North America Foundation Fund and Parry Dutton Student Fund.