NOTES ON STUDENT TRAVEL FUND APPLICATIONS

1. Applicants must be registered for the MPhil or PhD degree. Those registered for the MPhil degree will not, normally, be eligible to receive an award until they have completed ‘Progression’. This will be at the end of the first year for full-time students and the end of the second year for part-time students. Students can, however, apply in advance for travel due to take place after the ‘Progression’ date. MA students are not eligible to apply.

2. Full-time students in their fourth year or beyond are not eligible and part-time students in seventh year or beyond are not eligible.

3. Home, EEC and overseas students are eligible.

4. Funds are available for travel and/or accommodation and maintenance in connection with research visits. These funds are not available for travel to or attendance at conferences.

5. Applications will be considered three times a year, in October, February and June (see below for closing dates). Decisions will be announced by the end of these months.

6. Retrospective applications will not be accepted.

7. Applications will be considered on the merit of the academic case.

8. Students who are successful in obtaining funding for the same purpose from another source after submitting an application must notify the Personal Assistant and Administrative Officer immediately at warburg@sas.ac.uk

9. Completed application forms should be submitted to the Personal Assistant and Administrative Officer warburg@sas.ac.uk

10. The closing dates for receipt of application forms and references are 15 October, 15 February and 15 June each year.

11. If the recipient of a grant wishes to use the grant in any other way than that approved, the Personal Assistant and Administrative Officer must be notified immediately.

12. All published work or submitted theses containing the results of research aided by a Student Travel Grant from the Institute should include acknowledgement of this fact.