University of Essex Doctoral Scholarships 2014-15

Our University of Essex Doctoral Scholarships support talented PhD students to study at the University. Our scholarships are available to full-time Home/EU and overseas students. There are three types of scholarship awards available in 2014-15 under the 2014-15 Doctoral Scholarship programme:

**University of Essex Doctoral Scholarship** – fee waiver (or partial fee waiver for overseas students) to a maximum value of £4,000, living costs of £12,000 per year (consisting of a stipend and Graduate Teaching and Research Assistantship), plus a training bursary of £250 per year and Proficio points, which may be used to ‘buy’ advanced skills training.

**University of Essex Graduate Teaching and Research Assistantship** - fee waiver (or partial fee waiver for overseas students) to a maximum value of £4,000, living costs of £4,000 per year (consisting of a stipend and Graduate Teaching and Research Assistantship), plus a training bursary of £250 per year and Proficio points, which may be used to ‘buy’ advanced skills training.

**University of Essex Doctoral Fee Waiver** – fee waiver (or partial fee waiver for overseas students) to a maximum value of £4,000, a training bursary of £250 per year and Proficio points, which may be used to ‘buy’ advanced skills training.

TERMS AND CONDITIONS

These terms and conditions apply to University of Essex Doctoral Scholarships awarded to students entering our University in October 2014.

**Who is eligible?**

Our University of Essex Doctoral Scholarships are available to full-time UK, EU and overseas students. To be eligible to be considered, you must hold an offer from the University of Essex for a PhD, Integrated PhD or part-time Professional Doctorate (not MPhil, Doctor of Medicine, Masters by Dissertation or full-time Professional Doctorate)

Receipt of the scholarships is subject to applicants firmly accepting the offer of study, and registering as students of the University of Essex for the 2014-15 academic year, and meeting all conditions of our offer. No alternative form of the scholarship is available and the award cannot be deferred to a later year from the one for which you are admitted.

Applicants may only receive one scholarship administered by the University of Essex. In the event that an applicant is already in receipt of another University award, the larger of the two awards will be kept and the other released.

**How do I apply?**

You must complete our University of Essex Scholarship application form by 1 March 2014. The application form will become available to you via your myEssex applicant portal after the University has made you an offer for a relevant course.
Please note that you must be applying for a new programme of study at the University of Essex, starting in October 2014, in order to be eligible. Students who are already completing one degree at Essex but wish to apply for support for another are eligible to apply.

How are candidates selected?

University of Essex Doctoral Scholarships support talented postgraduate students who can demonstrate an excellent academic background and the potential for future achievement, as well as financial need. Candidates who satisfy the above criteria, and who have received an offer of admission, will be selected for the award of a scholarship on the following criteria:

**Academic ability:**
Based on previous academic qualifications, normally a first class Bachelors degree or high 2.1 or equivalent and Masters degree with distinction or merit.

**Research potential:**
Based on the candidate's research proposal submitted with their application, as well as their statement on the scholarship application form. Departments will take into account the fit of the proposed project with their own research strategy.

**Professional development potential:**
For awards incorporating a GTRA position, based on the candidate's skills, aptitudes and potential to support their department's undergraduate teaching or research activities.

**Financial need:**
Based on evidence provided on the scholarship application form. Candidates should provide evidence that they have applied for financial support from other sources. In the case of UK/EU applicants, they should have applied for Research Council funding. Where a student applies for and is awarded a University of Essex Doctoral Scholarship and subsequently obtains full external funding, the University will rescind the scholarship offer. Where partial external funding is obtained, the department may choose to continue, reduce or rescind the scholarship offer as it sees fit.

When are successful candidates notified?

Successful candidates will normally be notified by the end of April 2014. Formal notification of the award will be sent from our Graduate Admissions Office. Acceptance of the scholarship constitutes acceptance of these terms and conditions. A scholarship will not commence until the student formally registers on a relevant course at the University of Essex.

How will the money be paid?

Our scholarships are awarded for each year of study during the standard minimum period of enrolment for your degree. The fee element will be deducted automatically, and the stipend and balance (if applicable) will be paid in three annual instalments.

Awards are granted for one year in the first instance but will be renewed, subject to the award holder’s satisfactory progress (as defined by the Code of Practice: Postgraduate Research Degrees), for a second and third year – up to a maximum tenure of nine terms or three years, provided the award holder is still engaged in full-time research (and excepting the circumstances stated in the section on termination, below). Where progress is satisfactory, renewal of the award is automatic. Students applying for a four-year PhD programme will have to meet one year's costs themselves.
Intermission

Intermission from registration will only be granted in exceptional cases. During the period of intermission, scholarship payments will be suspended. Periods of intermission will not normally be granted for periods longer than six months. Applications for intermission should be made in advance and require the support of the supervisor and approval from our Dean of the Graduate School.

Illness

Periods of illness for a continuous period of two weeks or more require medical certification and should be reported to the supervisor. During periods of certified illness, scholarship holders may be paid at the full rate of their maintenance grant for the first eight weeks within any 12 month period. After eight weeks the scholarship will be suspended until the student resumes full-time study. Should a period of illness exceed four weeks, students are advised to request a period of intermission (see above).

Maternity/Adoption Leave

Scholarship holders who become pregnant during the period of registration will be entitled to three months maternity leave, during which the scholarship payments will continue. The total period of the scholarship may thus be extended to a maximum of 39 months (the financial support available will not extend beyond the usual 36 months plus the period of up to three months maternity leave).

Scholarship holders may also apply for a further period of up to nine months of unfunded intermission as a result of the pregnancy, providing a maximum period of 12 months (funded and unfunded) maternity leave.

Holidays

Scholarship holders are entitled to a maximum of eight weeks’ holiday (including bank holidays and the University closure at Christmas) per annum and pro-rata. Holidays should be agreed in advance with the supervisor and, in cases where the scholar is engaged in teaching and demonstrating, with the approval of the head of the student’s department, school or centre.

Graduate Teaching/Research Assistantships

For those awards which incorporate Graduate Teaching or Research Assistant posts, scholarship holders will be required to sign a separate employment contract with the University before the commencement of these posts and abide by the terms therein. Prior experience is not required but applicants for these awards are asked to indicate which particular skills and aptitudes they would bring

Termination of Scholarship

Our University will terminate a scholarship when progress or performance is deemed to be unsatisfactory. The scholarship will be terminated if a student ceases to be registered as a student with the University, or for good cause at the discretion of our Dean of the Graduate School, or his/her nominee for this purpose.

If a scholarship is terminated prematurely for any reason, a scholar must repay to the University any monies including maintenance, travel, subsistence, fees overpaid from the
date of the termination of the scholarship. If a scholar submits his/her thesis before the end of the scholarship, the scholarship will be terminated on the date of submission. If a scholar takes up full-time employment whilst in receipt of a scholarship, the scholarship will be terminated as of the first day of employment.

**Transferability**

Change of course within the University of Essex will not affect the continuation of a scholarship, providing that the student continues to be registered on an eligible course as defined above.

**Resolution of disputes**

In cases not covered by the above terms and conditions, or where a student claims exceptional circumstances, or disputes a decision not to make payments due under a scholarship, our Academic Registrar or his/her nominee will review the case and his/her decision will be final.

**Promotional activities**

Scholarship holders may be required to provide information on their work funded under the award for the purposes of marketing and promotional activity by the University.

**Disclaimer**

The information set out above is correct at the date of publication (November 2013). The University of Essex reserves the right to make changes to the above and will notify any such changes to applicants as appropriate.

Further details about the awards are available from the Graduate Administrator in your department. If you have any questions about the application process, please e-mail: scholarships@essex.ac.uk.

The University of Essex website at: [www.essex.ac.uk/studentfinance](http://www.essex.ac.uk/studentfinance) offers additional information about funding.