The University of Essex Silberrad Scholarships

The University of Essex Silberrad Scholarships provide support for our own graduates to pursue PhD study. The scholarships are funded by a legacy from the Silberrad Estate, which was bequeathed to the University in 2007. Two scholarships will be offered in 2015-16.

TERMS AND CONDITIONS

These terms and conditions apply to University of Essex Silberrad Scholarships awarded to students entering our University in October 2015.

Who is eligible?
You can apply for a University of Essex Silberrad Scholarship if you:

- hold a degree from the University of Essex (Undergraduate and/or Masters) or are in the final term of completing a degree;
- are eligible to pay tuition fees at the rate for Home/EU students;
- are in receipt of an official offer of admission (conditional or unconditional) from the Graduate Admissions Office for full-time PhD study commencing in October 2015;
- receipt of the scholarships is subject to applicants firmly accepting the offer of study, registering as students of the University of Essex for the 2015-16 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 award administered by the University of Essex. In the event that an applicant is already in receipt of another University award (including the Alumni Loyalty Discount), the larger of the two awards will be kept and the other released;
- students with offers for Professional Doctorates are not eligible to apply.

What is a scholarship worth?
The scholarship is awarded for up to three years of doctoral study. It covers tuition fees (Home/EU) and provides a bursary element towards living costs. It is renewable each year subject to satisfactory progress. In 2015-16, the scholarship will be worth £9,600: covering tuition fees and leaving a contribution to living costs. The scholarship will increase annually by 2.5%. The fee element will be deducted automatically and the balance will be paid in three termly instalments.

How do I apply?
To apply, please complete a Silberrad Scholarship application form (.docx). No other means of application (such as CV or letter) is acceptable. The University will use two existing references which were supplied to support your course application.

Your completed application must be sent to the Funding Team: funding@essex.ac.uk. The deadline for applications is 1 March 2015.

How are scholars selected?
University of Essex Silberrad 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 (from the University of Essex), normally a first class Bachelor's degree or high 2.1 or equivalent, and/or Master's degree with distinction or merit.

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

- **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. Where a student applies for and is awarded a 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 2015 by our Funding Team. 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 one year in the first instance 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 renewed each year, 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 the final 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 stipend 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.

**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 within the same department.

**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, they should first put their case in writing to the Head of Funding who will consider the circumstances and uphold, amend or revoke the original decision. Should a student be unhappy with this decision they should follow the university complaints procedure: [http://www.essex.ac.uk/about/governance/policies/complaints.aspx](http://www.essex.ac.uk/about/governance/policies/complaints.aspx)
Promotional activities
By accepting the scholarship, recipients are giving the University permission to use their details for promotional purposes and may be asked to provide a case study which may be used in University publications or on the website.

Disclaimer
The information set out above is correct at the date of publication (December 2014). The University of Essex reserves the right to make changes to the above and will notify any such changes to applicants as appropriate.