

# Postgraduate Research Studentship Nomination Form

## Guide to completion

### Section A General information

- Student details should be taken from the Admissions application
- For externally funded studentships, the start date is taken from the contract or date otherwise agreed by the funder.
- Studentship duration means funding duration. College studentships are usually 3.5 years.
- Studentship duration is usually not the same as course length, so students are usually personally liable for the writing up fee.

### Section B College funding

- Section B for studentships that have no funding other than from the College (excluding anything the student receives directly from a funder).
- Detail the amount the College is contributing to fees and stipend.

### Section C External Funding

- Section C for studentships with external funding (including those with some College contribution).
- Name the funder(s) and enter the award reference.
- College funding should be identified by source of funding.
- For each funder, detail the % of total funding or fixed amount that is being contributed to the studentship.
- **Fees** - Identify whether the student will be charged Home/EU or International rates.
- **Writing up year fees** - usually can be determined from studentship duration, however note some f4-year studentships include a Masters year and others are 4 years study.
- **Stipend** - UKRI rates are standard, although some commercial funders pay different rates. Should be detailed in the award. If following UKRI rates, just enter "UKRI" and inflation will be added automatically each year of the studentship.
- **Additional Allowance** - applies mainly to CASE funding where a commercial funder pays an additional sum on top of UKRI funding.
- If you have any queries, contact [DoctoralSchool@royalholloway.ac.uk](mailto:DoctoralSchool@royalholloway.ac.uk)

### Section D UKRI information

- For studentships funded (entirely or partly) through UKRI.
- Student's supervisor should be able to supply this information.
- There is an online form which also needs to be completed, except for EPSRC funding.
- Do not delay sending the nomination form. If part of this information is unavailable, it can be sent later to [DoctoralSchool@royalholloway.ac.uk](mailto:DoctoralSchool@royalholloway.ac.uk)

### Section E Additional Information

- Add any details relevant to studentship set-up or special conditions.
- Checklist for completion.
- Directors of Postgraduate Research Education to sign-off.