

# Postgraduate Research Studentship Nomination Form 18/19

## 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 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 maintenance.

### 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 four-year studentships include a Masters year and others are 4 years study.
- **Maintenance** - RCUK rates are standard, although some commercial funders pay different rates. Should be detailed in the award. If following RCUK rates, just enter "RCUK" and inflation will be added automatically.
- **Additional Allowance** - applies mainly to CASE funding where a commercial funder pays an additional sum on top of RCUK funding.
- If you have any queries, contact Research-Finance-Studentships@royalholloway.ac.uk

### Section D RCUK information

- For studentships funded (entirely or partly) through RCUK.
- Student's supervisor should be able to supply this information.
- There is an on-line 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 [techne@royalholloway.ac.uk](mailto:techne@royalholloway.ac.uk)

### Section E Additional Information

- Add any details relevant to studentship set-up, e.g. if the College funded student is following the CDT study group.
- DoGS to sign-off.