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Postgraduate Funding

Studentships

Guidance

February 2011

Postgraduate Funding – Studentship Guidance

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Postgraduate Funding – Studentship Guidance

1 Introduction

These guidelines aim to give the user a better understanding of the studentship funding arena, help to make informed funding decisions and ensure funding is offered and used correctly. Funding for postgraduate studentships is complex and there are many sources of funding available from internal and external sources. Each funding source may have different streams of funding offering a variety of funding elements with various rules/terms and conditions of funding attached. The Finance Office Studentship (FOS) team aid in the financial administration and reporting of studentships and can offer further clarity or information.

1.1 Definitions

General definitions of a studentship compared to a scholarship/bursary are deemed to be as follows.

- A studentship typically covers all costs, tuition fees, a stipend/maintenance and training support funds and general has a longer duration, usually a minimum of three years.
- A scholarship/bursary is a financial aid to assist a student in their studies, is for a lower value, for example £1,000 - £5,000 and often a shorter duration ie a year.

As is often the case there are exceptions to the above definitions.

1.2 Funding elements

Studentships can be made up of one or more of the following funding elements. Values for periods less than twelve months are calculated pro-rata as stated below.

- Tuition [fees](#) are set by the University and paid annually. They run in line with the academic year, October to September. Any adjustments for late starts, early finish and suspensions are calculated on a weekly basis. The Student Finance Office (SFO) will charge each student a tuition fee for their duration of study at the University.
- Stipend also known as maintenance is a form of living allowance, tax free payment to the student. It is an annual value and runs in line with the academic year 1st October to 30th September. Any adjustments for late starts, early finish and suspensions are calculated on a monthly basis. Maintenance values are usually based on the Research Councils UK (RCUK) recommendations.

Students can also receive supplementary payments to their basic maintenance via

- an enhancement. Funding from Research Councils to enable extra maintenance to be given to students in specific subject areas.
- top-up. Additional funding from another sponsor or partner sponsor.

A student can not be paid maintenance for work undertaken.

- Training support funds (TSF) also known as Training Support Grants (TSG), Research Training Support Grants (RTSG), bench fees or consumable allowances are financial allowances to assist the student in their studies in completing their PhD. A TSF is to be used for project costs and incidental costs of research training and is often used for consumables travel and conference spend by the student. It is an annual value and runs in line with the academic year 1st October to 30th September. Any adjustments for late starts, early finish and suspensions are calculated on a monthly basis.
- Other funding elements which can be annual values or one-off payments include:
 - University Accommodation (no longer available for new starters from 2011/12)
 - Disabled student allowance (DSA)
 - Living costs
 - Non-medical helper allowance
 - Equipment costs
 - Conference allowance

- Fieldwork allowance
- Travel allowance
- Arrival allowance
- Thesis grant
- Inbound/Outbound flights

Annual values will run in line with the academic year 1st October to 30th September and any adjustments for late starts, early finish and suspensions are calculated on a monthly basis.

1.3 Funding rules

The rules governing the use of funds for studentships can vary between funders and from scheme to scheme. These rules can also vary between years for the same schemes with the same funder. This guide outlines the general principles, duration and rules for each funding type. Within Fund Management (see section 1.5.2) a funding type is known as a Fund and each stream of funding is known as an Occurrence.

Occurrences can be:

- time limited;
- cash limited;
- be set in relation to the number of students;
- be a combination of all/any of the above.

Occurrences can also have deadlines of when allocations should be made and studentships start/end, along with minimum/maximum duration of funding available to a student.

If a department wishes to offer a studentship or scholarship different to the known rules of the funding scheme, agreement from the ultimate funding provider must be sought and their response submitted to the Finance Office Studentship (FOS) team, before it is offered to the student.

1.4 Student criteria

1.4.1 Eligibility/academic criteria

Students, who are able to demonstrate a capability to undertake and complete their programme of study to the standard necessary to qualify for their degree, are eligible for funding. A student must also satisfy the individual criteria/eligibility requirements of the specific funder to be awarded funding.

1.4.2 Regulations

To remain eligible for funding a student must abide by all the statutes, ordinances, regulations and rules of the University, which are outlined in the University [regulations](#) for students. They must also abide by any rules and regulations of their funder, if this is different to the University.

1.4.3 Status / Suspensions

A student must remain a current fully registered student to continue receiving funding for the duration of their funding period. If a student enters suspension then the funding is suspended and may be available for use by the same student in future years. This will depend on the ultimate funder guidelines and the time period remaining on the funding occurrence / stream / pot.

1.4.4 Writing up

A student transferring to writing up is generally no longer eligible for funding.

1.4.5 Fee Status

The criteria for [fee status](#) classification are not the same as eligibility criteria for funding. The University sets the fee status classification, whereas the funder will set the eligibility criteria. Fee status classification may not have any bearing on eligibility criteria apart from how much of the fees may be covered by the funder.

1.4.6 Stipend/Maintenance

A student eligible for maintenance payments must be a current fully registered student to receive a payment.

Maintenance is paid to the student quarterly in advance on

- 1st October
- 1st January
- 1st April
- 1st July.

If a student enters suspension then generally the funding is suspended and is available for use by the same student in future years any pre-paid maintenance will be re-claimed from the student.

A student transferring to writing up is no longer eligible for funding any pre-paid maintenance will be re-claimed from the student.

1.4.7 Maternity/Paternity/Adoption

Not all funders will allow maternity/paternity/adoption leave/payments, if allowable student eligibility and allowances will be as stated by the funder or follow the RCUK guidelines. In the absence of specific guidelines the following will apply:

- For students to be eligible for maternity leave/maintenance they must have been funded for twelve months from the current funding sponsor before the start of the maternity leave and have more than six months funding remaining on their studentship. The student can take up to twelve months maternity leave. The first six months can be paid at their basic standard maintenance rate (excluding any top-up or enhancements) the remaining maternity leave will be unpaid. Their studentship end date will be extended by the period of maternity leave. The student should submit their request for maternity leave (on the appropriate form) with a copy of their MAT B1 form to the Student Records and Examinations Office (SREO) and FOS via their Graduate School office. If a student does not return to their studies for six months full-time equivalent after their maternity leave then any maternity stipend payment made must be returned to the University.
- For students to be eligible for paternity leave/maintenance they must have been funded for twelve months from the current funding sponsor before the start of the paternity leave and have more than one months funding remaining on their studentship. Students can take up to two weeks paternity leave, of which, will be paid at their basic standard maintenance rate (excluding any top-up or enhancements). Their studentship end date will be extended by the period of paternity leave. The student should submit their request for paternity leave (on the appropriate form) with a copy of their partners MAT B1 form to the SREO and FOS via their Graduate School office. If the student does not return to their studies for one month's full-time equivalent after their paternity leave then any paternity payments made must be returned to the University.
- Consideration will be made on a case by case basis for those applying for adoption leave/funding. The student should contact the Finance Office Studentship team. Funding/leave if available will not exceed those stated above for maternity/paternity.

1.4.8 Teaching/Demonstrating/other paid work

Students may undertake teaching, demonstrating and other paid work directly related to their training provided that the total demand made on their time, including time spent in preparation, does not normally exceed six hours a week. Students must be paid for any teaching or demonstrating work at the usual rate of the university. Such work may be subject to income tax and national insurance and must not be paid as a stipend/maintenance payment or used to top-up the student's stipend to the RCUK minimum.

1.5 SITS / SAMIS

SITS also known as SAMIS is the University's student database management system. This records all student information and is used to compile external data for formal Higher Educational returns such as HEFCE, HESA and the REF. There are two modules which has an impact on the studentship area, these are

- Student Accounting Module (SAM)
- Fund Management (FM)

1.5.1 SAM

Student Accounting Module (SAM) is the financial module of SAMIS. It is used to record monetary values in relation to tuition and training support fees. It is also used to raise fee invoices to individual students or sponsors. The Student Finance Office (SFO) team are responsible for doing this. General ledger transactions are transferred into Agresso the University's financial system on a weekly basis. Re-charges to Agresso projects for students in receipt of a studentship are generally posted in December (or on an individual basis for those records that change after the main posting). This is done from data input by Finance Office Studentship (FOS) via the Student Sponsorship (SSP) screen, or from information held within Fund Management.

1.5.2 Fund Management

All Postgraduate (PG) studentships Research (R) or Taught (T) and some scholarships will now have to be recorded by the Graduate Schools via SAMIS and its Fund Management module. Those scholarships where tuition fees only are being covered by an external sponsor or are part of the International Office International Scholarship schemes, will continue to be entered directly into SAMIS by SFO and/or FOS teams.

Fund Management uses varies screens to record funding information and allocation of funds to students, three of which are mentioned below. The 'Fund Management User Manual – Studentships' will give detailed information on data entry.

1.5.2.1 Fund Management – Funds [FND]

A Fund (FND) is the top level grouping of related common funders/funding streams. Each fund will begin with either R- or T- denoting whether it is a Research (R) fund or Taught (T) fund. The following five alpha characters help identifies the Fund with the first two alpha characters after the hyphen denoting the type of funder, the final three alpha characters denote a funding stream provided by the funder. Further details of the FND coding structure can be found in Appendix 2.

1.5.2.2 Fund Management – Occurrence [FNO]

A Fund Occurrence (FNO) represents a pot of money/specific funding stream. The occurrence will be limited by a known or estimated value for the duration of the occurrence. It is where a budget is set. The occurrence coding structure is as follows:

FND code – Duration – Department/Faculty – Unique identifier

<u>FND code</u>	=	<u>Duration</u>	=	<u>Department/Faculty</u>	=	<u>Identifier</u>
7	1	7	1	2	1	Various
A-AAAAA	-	YYYY/YY	-	AA	-	Various
		Start year / end year				Funder or strand or Agresso project

The FOS team will need to be aware of sources of funding so that the correct occurrences can be set up in Fund Management and offers can then be made to students. This ensures that funding is in place before a studentship is awarded. Studentship funding will be recorded against occurrences and the occurrence value will diminish once a studentship has been awarded, thereby stopping overspends. Departments will therefore be able to see funds remaining per occurrence.

Please inform FOS team via email to get a new occurrence set up: stufin-studentships@rt.bath.ac.uk

1.5.2.3 Fund Management – Bids [FNB]

Each student's studentship funding elements are recorded as a Fund Bid (FNB). These are entered into Fund Management via answers to pre-set questions. A FNB is made when you wish to put a student against an occurrence.

It is essential that you are aware of what type of studentship / funding is to be offered to the student to ensure that the correct Fund and Occurrence is selected and therefore accurate information is given to the student with values calculated for tuition fees, maintenance, training support and other ad-hoc payments.

1.6 Agresso

Agresso is the University's financial system and all University expenditure and income are recorded within this package. General ledger transactions from SAM, as mentioned above, are transferred into this system on a weekly basis. For those students that have more than a fees only sponsorship all financial transactions are recorded within Agresso, via projects.

Students can have more than one project depending on source of income and invoicing requirements, but the department and unique number per student will remain the same per project type. This enables all financial enquires and results for an individual student to be returned in one report without having to know all the various project numbers. Budgets are set for each student per project based on known / contracted amounts to ensure sufficient income is received to cover all anticipated expenditure.

Actual tuition fees, maintenance and TSF allowances are now charged directly to a departmental / sponsor project pot with the TSF element transferred as internal income into a student project for their consumable / travel expenditure. For students with more than one project all TSF allowances are transferred into one project. Appendix 5 gives a list of the Agresso project types used within the studentships range.

Invoices to sponsors for contracted amounts are raised via PCB module of Agresso by FOS team.

2 University / Internal Funding

There are a number of internal streams of funding provided by the University. These can be financed at University, Graduate School, Faculty or Department level. Within Fund Management these specific fund types (FND) are currently grouped as:

- R-URSTD Research – University Research Studentships – Standard
- R-URSOS Research – University Research Studentships – Overseas
- R-UNDPT Research – University Department Schemes
- R-UNOTH Research – University Other Central Schemes
- T-UNOTH Taught – University Other Central Schemes

2.1 University Research Studentships – Standard (Research) – [R-URSTD]

This fund type is financed internally by the University.

There are various strands of University Research Studentships (URS) funding, those that fall under this FND are:

- URS Excellent – Studentships for excellent PhD candidates;
- URS Large / Leverage Bid – Studentships in support of large grant applications and leveraged funding opportunities;
- URS Graduate Schools – Studentships for Strategic use by Graduate Schools;
- URS Themed – Studentships to support key research themes as identified by the University (no longer available from 2011/12).

The following conditions apply.

1. The funding of research students by the Institution is only to be resourced from the central University Research Studentship (URS) Fund.
2. The use of departmental funds, including operating budgets, is not permitted.
3. Students who are already registered for doctoral study at the University will not normally be eligible for consideration for URS awards.
4. The unit of resource is a **three year, full time** studentship. For each year, the studentship covers Home/EU tuition fee rate as set by the University; plus a stipend (equivalent to the standard [RC minimum stipend](#)) and a training support component of £1,000 per annum.
5. URSs should, wherever possible, be awarded to a single named individual. If a department wishes to use a studentship in conjunction with other funding sources to fund more than one individual then:
 - a. the case for doing this must be made to and agreed by the Office of Policy and Planning via Dr Richard Griffith before the issuing of the award letters;
 - b. any other sources of funding must be confirmed at the same time;
 - c. the exact terms of the funding to each individual must be explicit;
 - d. any terms and conditions for the use of a URS resulting from the University's allocation process (eg strand, department of lead supervisor) must be fulfilled by all of the awards.
6. URS funds must be allocated for spend in the year of award, eg students will commence study by 1st April of the academic year of award. Unallocated funds cannot be carried forward to the next academic year.
7. Graduate Schools must ensure that the Finance Office Studentship team is informed as soon as they are aware of a declined award.
8. If a student holding a URS award withdraws then the remaining allocation returns to the central URS Fund.
9. If a student enters suspension then the funding may be suspended for use by the same student in future years.
10. The Training Support Fund (TSF) must only be used to support the training of institutionally funded postgraduate research students. In order to give the student some flexibility in its use, the full TSF (ie £3,000) will be added to budgets at the start of the award. However if the student withdraws then the remaining funds returns to the central URS Fund.

2.1.1 URS – Excellent [R-URSTD-yyyy/yy-XX-EXCELL]

These are studentships for excellent PhD candidates, the same conditions apply as stated above [R-URSTD]. However the deadline for applications for this occurrence is the middle of January preceding the start of the next academic year. The precise date will be announced in the annual PVC (Research) memo to the Heads of Departments/School and Deans. Decisions will be made in February.

These fund occurrences are financed internally by the University, are annual allocations for a three year, full-time studentship. Departments submit applications of suitable students to the PVC (Research) via Policy & Planning Officer before the set deadline.

The occurrence will be set in relation to the number of excellent awards available at University level for the academic year with values estimated of the future costs for a three year full-time studentship.

Key dates:	Information deadline Application deadline Allocation deadline
Duration	36 months, FT, October to September
Theme title required	n/a
Tuition fee	University Home/EU pa
Maintenance/Stipend	RCUK standard PhD rate pa
TSF	£1,000 pa
Other:	n/a

2.1.2 URS – Large / Leveraged Bid [R-URSTD-yyyy/yy-XX-LGE BID]

These are studentships in support of large grant applications and leveraged funding opportunities, the same conditions apply as stated above [R-URSTD].

These fund occurrences are financed internally by the University and are annual allocations for a three year, full-time studentship. Departments submit applications for studentship funding to the PVC (Research) via the Research Development & Collaboration team in the Research Development & Support Office (RD&C-RDSO).

The occurrence will be set in relation to the number of large/leverage bid awards available at University level for the academic year with values estimated of the future costs for a three year studentship.

- Large Bids

This strand supports funding from external funders where the University is expected to contribute to a project, for example in providing a certain number of studentships. Examples of this type of funding are Centres of Doctoral Training and Research Grants.

If a department wishes to make a request for URS awards in support of large bids they should contact Dr Jon Hunt (RDSO) as early as possible in the bid preparation process. Decisions to support will be made on a case-by-case basis by the PVC (Research) and will be contingent on the award being granted by the external funding body. These will be three year, full-time studentship.

Key dates:	Allocation deadline
Duration	36 months, FT, October to September
Theme title required	Yes
Tuition fee	University Home/EU pa
Maintenance/Stipend	RCUK standard PhD rate pa
TSF	£1,000 pa
Other:	n/a

-

Leveraged Funding

A key component of this strand is that it supports contributions against other externally funded PGR studentship opportunities. This is intended to encourage the leveraging of additional studentship resource in situations where part funding of an award is available from an external source. Examples of this type of funding are industry and commerce, the UK Government DIUS – China Government Scheme, the Commonwealth Scholarship Scheme and donations from alumni.

A department considering a studentship requiring a University contribution under this model should Dr Jon Hunt (RDSO). Decisions to support will be made on a case-by-case basis by the PVC (Research) and will be contingent on the award being granted by the external funding body. These will be three year studentships and can fund from 50% of a full or part of a studentship, up-to 100%.

Key dates:	Allocation deadline
Duration	36 months, FT, October to September
Theme title required	Yes
Tuition fee	Up to University Home/EU pa
Maintenance/Stipend	Up to RCUK standard PhD rate pa
TSF	Up to £1,000 pa
Other:	n/a

The values and elements will be dependant on the actual values required for the leverage funding but cannot exceed the total bid value stated or duration of funding (ie 36 months).

Only the element being awarded from the URS leveraged bid should be entered under this fund occurrence. The other proportion of external funding will need entering under the relevant occurrence. In these instances students will have a minimum of two bids of funding for a complete studentship award.

2.1.3 URS – Graduate Schools [R-URSTD-yyyy/yy-**-GRAD SCH]

These studentships from 2010/11, replace the research theme strands from previous years; it is for strategic use by the Graduate Schools and is intended to allow all disciplines the opportunity to apply for studentships. The same conditions apply as stated above in 2.1 [R-URSTD].

These fund occurrences are financed internally by the University, are annual allocations for a three year, full-time studentship. It is up to the Graduate Schools to find suitable students via their departments.

The occurrence will be set in relation to the number of awards to the Graduate schools for the academic year with values estimated of the future costs for a three year full-time studentship. The costs will appear on the department's URS Agresso project.

Key dates:	Information deadline Allocation deadline
Duration	36 months, FT, October to September
Theme title required	n/a
Tuition fee	University Home/EU pa
Maintenance/Stipend	RCUK standard PhD rate pa
TSF	£1,000 pa
Other:	n/a

2.1.4 URS – Themed [R-URSTD-yyyy/yy-**-Theme] – NO LONGER AVAILABLE from 2011/12

These are studentships to support key research themes as identified by the University, the same conditions apply as stated above [R-URSTD]. In the case of cross disciplinary themes, the specified lead department is strongly encouraged to seek a second supervisor from another department as appropriate.

These fund occurrences are financed internally by the University, are annual allocations for a three year, full-time studentship. It is up to the department to find suitable students.

The occurrence will be set in relation to the number of themes awarded to a department for the academic year with values estimated of the future costs for a three year full-time studentship.

Key dates	Allocation deadline
Duration	36 months, FT, October to September
Theme title required	Yes
Tuition fee	University Home/EU pa
Maintenance/Stipend	RCUK standard PhD rate pa
TSF	£1,000 pa
Other:	n/a

2.2 University Research Studentships – Overseas (Research) – [R-URSOS]

This fund type is financed internally by the University.

There are various strands of University Research Studentships (URS) funding, those which falls under this FND are:

- Studentships for overseas candidates.
 - OURS – Studentships for Overseas Excellent Candidate
 - OFF – Studentships for Overseas Full Fees Pilot Award (no longer available from 2011/12).

Please note that overseas candidates are eligible for the other types of URS awards (R-URSTD) if the difference between Home/EU and Overseas tuition fees is funded from other sources.

The deadline for applications for this fund is the middle of January preceding the start of the next academic year. The precise date will be announced in the PVC (Research) memo to the Heads of Departments/School and Deans. Decisions will be made in February.

The following conditions apply.

1. The funding of research students by the Institution is only to be resourced from the central University Research Studentship (URS) Fund.
2. The use of departmental funds, including operating budgets, is not permitted.
3. Students who are already registered for doctoral study at the University will not normally be eligible for consideration for URS awards.
4. The unit of resource is a **three year, full time** studentship. For each year, the studentship covers the Overseas Research tuition fee rate as set by the University; plus a stipend (equivalent to the standard [RC minimum stipend](#)) and a training support component of £1,000 per annum.
5. URSs should, wherever possible, be awarded to a single named individual. If a department wishes to use a studentship in conjunction with other funding sources to fund more than one individual then:
 - a. the case for doing this must be made to and agreed by the Office of Policy and Planning via Dr Richard Griffith before the issuing of the award letters;
 - b. any other sources of funding must be confirmed at the same time;
 - c. the exact terms of the funding to each individual must be explicit;
 - d. any terms and conditions for the use of a URS resulting from the University's allocation process (eg research theme, department of lead supervisor) must be fulfilled by all of the awards.
6. URS funds must be allocated for spend in the year of award, ie by 1st April of the academic year of award. Unallocated funds cannot be carried forward to the next academic year.
7. Graduate Schools must ensure that the Finance Office Studentship team is informed as soon as they are aware of a declined award.
8. If a student holding a URS award withdraws then the remaining funding returns to the central URS Fund.
9. If a student enters suspension then the funding may be suspended for use by the same student in future years.
10. The Training Support Fund (TSF) must only be used to support the training of institutionally funded postgraduate research students. In order to give the student some flexibility in its use, the full TSF (ie £3,000) will be added to budgets at the start of the award, however if the student withdraws then the remaining funds returns to the central URS Fund.

2.2.1 OURS – Overseas University Research Studentships [R-URSOS-yyyy/yy-XX-OURS]

These are studentships for overseas PhD candidates, the same conditions apply as stated above [R-URSOS]. The deadline for applications for this occurrence is the middle of January preceding the start of the next academic year. The precise date will be announced in the PVC (Research) memo to the Heads of Departments/School and Deans. Decisions will be made in February.

These fund occurrences are financed internally by the University, are annual allocations for a three year, full-time overseas studentship. Departments submit applications of suitable students to the PVC (Research) via the Policy & Planning Officer before the deadline.

The occurrence will be set in relation to the number of OURS awards available at University level for the academic year with values estimated of the future costs for a three year studentship

Key dates:	Information deadline Application deadline Allocation deadline
Duration	36 months, FT, October to September
Theme title required	n/a
Tuition fee	University Overseas Research rate pa
Maintenance/Stipend	RCUK standard PhD rate pa
TSF	£1,000 pa
Other:	n/a

2.2.2 OFF – Overseas Full Fees [R-URSOS-yyyy/yy-XX-OFF] – NO LONGER AVAILABLE from 2011/12

These are studentships for overseas PhD candidates, the same conditions apply as stated above [R-URSOS]. The deadline for applications for this occurrence was the middle of January preceding the start of the next academic year. A fixed start date of 1 October, 2010 was introduced for the Full Fees Pilot Awards 2010/11 in order that the offer of University standard en-suite single occupancy accommodation can be honoured.

OFF studentship only, receive University Accommodation up to an agreed value of a standard en-suite single occupancy accommodation; they do not receive a stipend. Academic departments are not permitted to offer additional funding for stipends to OFF scholars from their operating budgets.

These fund occurrences are financed internally by the University, are annual allocations for a three year, full-time overseas full fees studentship. Departments submit applications of suitable students to the PVC (Research) via the Policy & Planning Officer before the deadline.

The occurrence will be set in relation to the number of OFF awards available at University level for the academic year with values estimated of the future costs for a three year studentship.

Key dates	Application deadline 22 nd January 2010 Start date 1 st October 2010
Duration	36 months, FT, October to September
Theme title required	n/a
Tuition fee	University Overseas Research rate pa
Maintenance/Stipend	n/a
TSF	£1,000 pa
Other:	
Uni Accommodation	Standard en-suite single occupancy

2.3 University Departmental Schemes (Research) – [R-UNDPT]

This fund type is financed internally by Departments. The terms and conditions of each scheme are unique to the department and scheme. The scheme must be agreed with senior management.

The various schemes of funding, which falls under this FND are:

- School of Management – GRS Graduate Research Studentship.
- Department of Health – GTA Graduate Teaching Assistants
- Department of Biology – Demo 25% Demonstrator

2.3.1 GRS – Graduate Research Studentship – School of Management [R-UNDPT-yyyy/yy-MN-GRS]

These studentships are for School of Management students only and it is expected that the student will undertake 100 hours of teaching per annum. The unit of resource is £17,000 per annum for four years. For each year the studentship covers Home/EU tuition fee rate as set by the University with the balance being paid as maintenance. Overseas students are eligible for the studentship however the student is responsible for the difference between Home/EU and Overseas tuition fees.

These fund occurrences are financed internally by the School of Management, are annual allocations for a four year, full-time studentship.

The occurrence will be set in relation to the number of GRS available each academic year with a total cash value of £68,000 per studentship.

Duration	48 months, FT, October to September
Tuition fee	University Home/EU pa
Maintenance/Stipend	Balance of £17,000 less University home tuition fees
TSF	n/a
Other:	n/a

2.3.2 GTA – Graduate Teaching Assistants – Department for Health [R-UNDPT-yyyy/yy-FH-GTA]

These studentships are for Department for Health (was School of Health) students only and it is expected that the student will undertake approximately 100 hours of teaching per annum. The unit of resource is a four year studentship. For each year the studentship covers Home/EU tuition fees rate as set by the University (charged at the part-time rate), plus a stipend (equivalent to 75% URS maintenance) and a training support component (equivalent of 75% of URS standard). Overseas students are eligible for the studentship however the student is responsible for the difference between Home/EU and Overseas tuition fees.

These fund occurrences are financed internally by the Department of Health, are annual allocations for a four year, full-time studentship.

The occurrence will be set in relation to the number of GTA available each academic year with values estimated of the future costs for a four year full-time GTA studentship.

Duration	48 months, FT, October to September
Tuition fee	Part-time University Home/EU pa
Maintenance/Stipend	75% of URS / RCUK standard PhD rate pa
TSF	£750 (75% of URS rate)
Other:	n/a

2.3.3 Demo 25% - Demonstrator – Department of Biology [R-UNDPT-yyyy/yy-BB-DEMO 25%]

These studentships are for Department of Biology students only and it is expected that the student will undertake approximately 100 hours of teaching/demonstrating per annum. The unit of resource is a four year studentship. For each year the studentship covers 25% Home/EU tuition fees (rate as set by the University), plus a stipend (equivalent to 25% URS maintenance). Overseas students are eligible for the studentship however the student is responsible for funding the difference between sponsored tuition fee and their overseas tuition fees.

These fund occurrences are financed internally by the Department of Biology, are annual allocations for a four year, full-time studentship. This is offered in conjunction with a 75% URS Themed/Graduate School, which is recorded separately under [R-URSTD]. The department must receive agreement in writing from the PVC (Research) via Policy & Planning Officer and submit this to the Finance Office Studentship team, before the fund occurrence can be set up and it is offered to the student. Without this agreement the department's themed/Graduate School URS occurrence value will not be adjusted to allow for the conversion of 100% three year to a 75% four year studentship.

The occurrence will be set in relation to the number of Demo 25% available each academic year with values estimated of the future costs for a four year full-time studentship.

Duration	48 months, FT, October to September
Tuition fee	25% of University Home/EU pa
Maintenance/Stipend	25% of RCUK standard PhD rate pa
TSF	n/a
Other:	n/a

Only the element being awarded from the 25% Demo bid should be entered under this fund occurrence. The other proportion of the internal funding will need entering under the relevant occurrence. In these instances students will have a minimum of two bids of funding for a complete studentship award.

2.4 University Other Central Schemes (Research) – [R-UNOTH]

This fund type is also financed internally by the University. The terms and conditions of each scheme are unique to that scheme.

At present there is just one funding stream which falls under this FND which is:

- GSS – Graduate School Scholarship.

2.4.1 GSS – Graduate School Scholarship

This fund type is financed internally by the University and for each academic year the funds are pot/cash limited, based on the first year awards. These are tuition fee discounts and in addition funds are made available for a TSF allocation.

The value of the pots will be announced in the PVC (Research) memo to the Heads of Departments/School and Deans.

The following conditions apply.

1. The discounts are for newly registering doctoral students (not including professional doctorates) covering three years of full time study or up to six years of part time study.
2. The discounts may be used to support Home/EU or Overseas students but the Graduate Schools should seek to ensure that a significant proportion of awards are for Home/EU students.
3. The fee discounts must be applied as a percentage of the University's fee as follows:
 - a. For Home/EU students the discounts available are 25%, 50%, 75% or 100%.
 - b. For OS students the standard discounts available are 25%, 50%, 75%.
 - c. A 100% OS fees discount can be awarded only in conjunction with formally agreed schemes with recognised international partner institutions/organisations.
4. The fee discounts should **not** be used with other University controlled PGR funding such as Research Council DTA/DTC studentships or URS awards.
5. The awards will cover any future increases in University fees so that the discounted percentage remains constant.
6. The University expects all students receiving awards to begin in October or as soon as possible thereafter and normally no later than 1st April.
7. If a student holding a GSS award withdraws then any remaining fee discount should not normally be reallocated.
8. If a student holding a GSS award enters suspension then the fee discount may be suspended for use by the same student in future years.
9. The Training Support Grant allocation must only be used to support the training of GSS funded postgraduate research students.

These fund occurrences are financed internally by the University, are annual pot value allocations for a three year, full-time or six year part-time scholarship. It is up to the Graduate Schools to find suitable students via their departments.

The occurrence will be set in relation to the cash value of the pot awarded to the Graduate schools for the academic year with values estimated of the future costs for a three year full-time scholarship. The Graduate Schools will need to let FOS know of the value of TSF to be offered and if any scholarships are to be awarded on a part-time basis so that the occurrence can be set correctly.

Key dates:	Information deadline Allocation deadline
Duration	36 months, FT, October to September 72 months, PT, October to September
Theme title required	n/a
Tuition fee	University Home/EU pa 100%, 75%, 50% or 25% University Overseas PGR pa (100% by agreement), 75%, 50%, 25%
Maintenance/Stipend	n/a

TSF	Value to be calculated by Graduate School based on pot value
Other:	n/a

2.5 University Other Central Schemes (Taught) – [T-UNOTH]

This fund type is for Taught programmes and financed internally by the University. The terms and conditions of each scheme are unique to that scheme.

At present there is just one funding stream which falls under this FND which is:

- GSS – Graduate School Scholarship – Taught.

2.5.1 GSS – Graduate School Scholarship also known as PG Taught Bursary

This is now administered by the International Office and applications and enquiries should be directed to Virginia Irwin.

3 Research Council Training Grants – External Funding

These are training grant funding streams financed externally by Research Council UK (RCUK) strategic partners, the individual research councils (Appendix 3). Within Fund Management these fund types are currently grouped as:

- R-RCDTG Research – Research Council Doctoral Training Grants (DTG)
- R-RCDTE Research – Research Council Enhanced Maintenance for DTG students
- R-RCCAS Research – Research Council Industrial CASE
- R-RCBCT Research – Research Council Bath Centres including Centres of Doctoral Training
- R-RCXCT Research – Research Council funding via other Universities
- R-RCIDV Research – Research Council individual/named student awards
- R-RCOTH Research – Research Council other studentship funding
- T-RCMTA Taught – Research Council Masters Training Awards
- T-RCIDV Taught – Research Council individual/named student awards

From April 2010 there are [terms and conditions](#) for training grants to which each of the RCUK partners subscribe, prior to this each of the partners had differing terms and conditions. There are various training grants offered by the RCUK partners each of which will have their own additional terms and conditions.

Student eligibility is determined by the [Education \(Fees and Awards Regulations 1997\)](#) and subsequent amendments.

To be eligible for a full award (fees and stipend), a student must have:

- Settled status in the UK, meaning they have no restrictions on how long they can stay
- Been ‘ordinarily resident’ in the UK for 3 years prior to the start of the grant. This means they must have been normally residing in the UK (apart from temporary or occasional absences)
- Not been residing in the UK wholly or mainly for the purpose of full-time education. (This does not apply to UK or EU nationals)

To be eligible for a fees only award,

- All EU nationals are eligible to receive a fees only award if they do not have settled status in the UK

It is important to remember that the criteria for fee status classification are not the same as eligibility criteria for Research Council funding. Fee status classification does not have a bearing on eligibility criteria apart from how much of the fees may be covered by any research council funding.

Please note, in the past we had received an agreement from one Research Council that under the 2007 Fees and Awards regulations section 6(2) and 6(3) that Island students were eligible for full awards, however it is not clear from the RCUK April 2010 terms and conditions that this is still the case. Therefore it is strongly recommended that agreement is sought from the specific funding Council on a case by case basis before offering full awards to Island students. The University may still charge the overseas tuition fees rate to Island students even if they are eligible for full awards.

Overseas tuition fees cannot be charged to Research Council Training Grants as overseas students are not generally eligible for funding.

Costs which fall outside of the grant period cannot be charged to the grant.

Students eligible for a full award must receive in total at least the [RC minimum stipend](#) for the relevant academic year.

Students may undertake teaching, demonstrating and other paid work directly related to their training, provided that any work undertaken does not interfere or conflict with the student’s training. Such work can not be paid as maintenance and such payments should not be used to make up the student’s RC minimum stipend rate.

3.1 Research Council Funding – Doctoral Training Grants (DTG) (Research) – [R-RCDTG]

These training grants are generally awarded to the University as a whole. It is the Vice-Chancellors Group who decides the allocation of the funding – where this is not specified by the Research Council – to Graduate Schools whose subjects lie within the remit of the awarding body. The University will usually receive a new DTG each academic year, each of these generally last for four years. The combination of concurrent DTGs are known as Doctoral Training Account (DTA). DTAs come with general terms and conditions, individual DTGs may have additional terms and conditions and ring-fenced values.

Doctoral Training Grants (DTG) funds are cash limited and are for a specified number of years, without extension, adopting fixed start and end dates.

Please also see the complete [RCUK DTG Terms and conditions](#), a summary of which is given below.

- Status – students may be full or part-time (see point below re part-time students)
- Duration - the duration of funding should be agreed at the start of the studentship and must be for a minimum of three years, up to a maximum of four years, depending on the nature of the project.
- Cost – funds may be used for tuition fees, stipend, project costs and incidental costs such as fieldwork, travel, conference attendance, broadening training and industrial placements. The allocation of funds for incidental costs should have regard to nature and complexity of the project. The University may apply for contributions to exceptional overseas field work (EOF) costs. This falls outside of the DTG funding, an application form should be submitted and if awarded claim forms sent for reimbursements.
- Fees only studentships – all the student’s fees must be funded from a DTG of a single council
- Full award studentships – includes fees and stipend. If a full-time student eligible for full award is funded less than 100% (tuition fees and stipend) from a DTG then their funding must comply with the [DTG – 50% rules](#). At least 50% of the total cost of a studentship each year must be funded using one single DTG. NB. The total cost of a studentship (fees and stipend only) means the total cost in any one year rather than across the whole 3-4 year studentship. If a student is funded less than 100% from a single DTG then the student can be funded at any level between 50% and 99% from a single DTG each year with the remaining funding coming from other sources. The 50% rule only applies to minimum stipend and not to any extra payments. Please note that even though the values are the same there is a difference between a student being funded at 100% for six months (does not fulfil the 50% rule) and 50% funding for twelve months.
- Part-time students are eligible for funding; the length and value of the funding will reflect the student’s part-time percentage. Part-time awards should not be less than 50% of full time. A standard part-time student (ie 50%) should get support for double the length of time but at half of the value of a full-time student. Please note this is not the same as the 50% rule detailed above. Also note that the funding period would extend beyond the current DTG pot and future costs would be required from future grants which may not be known or guaranteed.
- Suspensions, terminations and writing up – DTGs do not fund writing up periods, suspensions (excluding maternity and paternity) or terminations. Future payments must be stopped and payments made in advance will be recovered.
- Disabled students allowance (DSA) – students funded from a DTG are eligible for additional support. Application and payment arrangements full outside of the DTG funding. Further information can be found under section 3.9 Research Council Other funding streams (R-RCOTH).

3.1.1 EPSRC DTG

Please also see the complete [EPSRC DTG terms and conditions](#), further details in addition to the RCUK DTG terms and conditions stated above are given below.

- Duration – EPSRC DTG provides an average of 3.5 years financial support. EPSRC expects universities to support students for an average of 3.5 across the university, not to support a greater volume of students on lesser durations. Universities may decide to operate a mix of 3 and 4 year PhDs or intermediate periods as appropriate to the needs of individual projects and within an overall average of 3.5 years.
- Conversion to CASE awards – The University is expected to convert 10% its DTG funds into CASE awards under the same terms as the Industrial CASE scheme is operated. The research council element of these DTG converted studentships remain in the R-RCDTG fund. The industrial sponsor element will be recorded under R-OTTOP.
- Enhanced stipends – funds are available within the EPSRC DTG to support enhanced stipends in specified areas. These additional funds are specifically to assist with paying a rate higher than the minimum stipend and may not be used for other purposes. Allocations from these additional funds will be recorded under R-RCDTE (and not R-RCDTG).

Duration	36 / 42 / 48 months, FT, October to September 72 / 84 / 96 months, PT, October to September
Tuition fee	University Home/EU pa
Maintenance/Stipend	RCUK standard PhD rate pa (full award only)
TSF	Allowable, value re nature & complexity of project (full award only)
Other:	n/a

3.1.1.1 EPSRC DTG 2010

Additional details to the [EPSRC DTG terms and conditions](#) are as follows:

- Grant reference EP/P505399/1 starts 01st October 2010, ends 30th September 2014
- Expected 10% conversion of DTG to CASE
- Includes earmarked funds for two Maths CASE 3.5 year studentships at standard DTG rates.

3.1.1.2 EPSRC DTG 2009

Additional details to the [EPSRC DTG terms and conditions](#) are as follows:

- Grant reference EP/P504805/1 starts 01st October 2009, ends 30th September 2013
- Expected 10% conversion of DTG to CASE

3.1.1.3 EPSRC DTG 2008

Additional details to the [EPSRC DTG terms and conditions](#) are as follows:

- Grant reference EP/P504082/1 starts 01st October 2008, ends 30th September 2012
- Includes earmarked funds as follows:
 - Kim Grand Challenge (EP/C534220/1) £113,519 (ME)
 - IMRC (EP/E00184X/1) £127,189 (ME)
 - Supergen UK SHEC (EP/E040071/1) £148,991 (CE)
 - Supergen Energy Storage (EP/D031672/1) £92,978 (CH)
 - Supergen Excitonic Solar cells (GR/T26559/01) £28,969 (CH)
 - Unlocking low carbon potential (EP/D032709/1) £19,981 (MN)
 - Professor Budd Maths CASE 3.5 year studentships at standard DTG rates.
 - Professor Jennison Maths CASE 3.5 year studentships at standard DTG rates.

3.1.1.4 EPSRC DTG 2007

Additional details to the [EPSRC DTG terms and conditions](#) are as follows:

- Grant reference EP/P503590/1 starts 01st October 2007, ends 30th September 2011
- Includes earmarked funds as follows:
 - Kim Grand Challenge (EP/C534220/1) £144,335 (ME)
 - Supergen UK SHEC (GR/S26965) £13,360 (CE)
 - Supergen Energy Storage (EP/D031672/1) £119,939 (CH)
 - Supergen Excitonic Solar cells (GR/T26559/01) £38,593 (CH)
 - Organic Synthesis (Professor Williams) £71,582 (CH)
 - Unlocking low carbon potential (EP/D032709/1) £31,371 (MN)
 - Professor Graham Maths CASE studentships £62,319 (MA).

3.1.2 BBSRC DTG

Please also see the [BBSRC Postgraduate Studentship Guide](#), further details in addition to the RCUK DTG terms and conditions stated above are given below.

- Duration – BBSRC DTG provides financial support for 4 year studentships.
- Channel Islands and Isle of Man students – are not eligible for BBSRC studentships.
- Paternity – up to four weeks leave may be taken at any time during a partner’s pregnancy or within three months following the birth.
- Adoption leave – similar arrangements as for maternity/paternity are allowable.

Duration	48 months, FT, October to September 96 months, PT, October to September
Tuition fee	University Home/EU pa (RCUK rate)
Maintenance/Stipend	RCUK standard PhD rate pa (full award only)
	£2,000 enhancement pa (for Strategic Research Studentship / awards that qualify for targeted stipend enhancement / veterinary training)
RTSG	£1,000 pa (includes fees only awards)
Other:	£225 pa conference/course fees/ fieldwork – made available to the student’s supervisor

3.1.2.1 BBSRC DTG 2010 (awarded 2009)

Additional details to the [BBSRC Postgraduate Studentship Guide](#) are as follows:

- Grant reference BB/H531827/1 starts 01st October 2010, ends 30th September 2016
- Awarded to Department of Biology & Biochemistry
- TPS – Targeted priority studentships £75,281

3.1.2.2 BBSRC DTG 2009 (awarded 2007)

Additional details to the [BBSRC Postgraduate Studentship Guide](#) are as follows:

- Grant reference BB/F016638/1 starts 01st October 2009, ends 30th September 2015
- Awarded to Department of Biology & Biochemistry £687,120
- 4 year studentships for academic years 09/10, 10/11 & 11/12

3.1.2.3 BBSRC DTG 2006 - Biology

Additional details to the [BBSRC Postgraduate Studentship Guide](#) are as follows:

- Grant reference BB/D525913/1 starts 01st October 2006, ends 30th September 2012
- Awarded to Department of Biology & Biochemistry £1,735,104
- 4 year studentships for academic years 09/10, 10/11 & 11/12

3.1.2.4 BBSRC DTG 2006 – Pharmacy

Additional details to the [BBSRC Postgraduate Studentship Guide](#) are as follows:

- Grant reference BB/D525921/1 starts 01st October 2006, ends 30th September 2012
- Awarded to Department of Pharmacy & Pharmacology £650,664
- 4 year studentships for academic years 09/10, 10/11 & 11/12

3.1.3 MRC DTG

Please also see the complete [MRC DTA terms and conditions](#), further details in addition to the RCUK DTG terms and conditions stated above are given below.

- Duration – MRC DTG provides financial support for 3 or 4 year studentships.
- Isle of Man students – are not eligible for MRC studentships.
- Overseas fieldwork allowance – MRC will consider contributing towards the cost of overseas fieldwork. Individual countries are placed in a banding system which calculates the funding available to the student for overseas fieldwork within that country. Students will receive a one-off front end element and a weekly rate, see annex 1 of the MRC DTA terms and conditions.
- Capacity Building Research Studentships – are awarded a recruitment premium of £2,000 pa in addition to the basic stipend.
- Paternity – a total of 10 working days of paid leave allowed at any time during a partner’s pregnancy or within three months following the birth or adoption.

Duration	36 / 48 months, FT, October to September 72 / 96 months, PT, October to September
Tuition fee	University Home/EU pa (RCUK rate)
Maintenance/Stipend	RCUK standard PhD rate pa (full award only) £2,000 enhancement pa (Capacity Building Research Studentship only)
RTSG	£1,000 pa (excludes advance course students)
Other:	£300 pa travel/conference allowance (excludes research masters and advance course students)
	Overseas fieldwork allowance – payable to student (value dependant on country) (full award only)

3.1.3.1 MRC DTG 2010

Additional details to the [MRC DTA terms and conditions](#) are as follows:

- Grant reference G1000380 starts 01st October 2010, ends 30th September 2014.
- DTG Competition allocation

3.1.3.2 MRC DTG 2009

Additional details to the [MRC DTA terms and conditions](#) are as follows:

- Grant reference G0900173 starts 01st October 2009, ends 30th September 2013.

3.1.3.3 MRC DTG 2008

Additional details to the [MRC DTA terms and conditions](#) are as follows:

- Grant reference G0800114 starts 01st October 2008, ends 30th September 2012.

3.1.3.4 MRC DTG 2007

Additional details to the [MRC DTA terms and conditions](#) are as follows:

- Grant reference G0700022 starts 01st October 2007, ends 30th September 2011.
- Allocation calculated as follows:
 - University of Bath 2007 DTA £52,645
 - Capacity Building Studentship award (Informatics) Watts £79,012 (PA)
 - Capacity Building Studentship award (Informatics) Hurst £79,012 (BB)
 - Capacity Building Studentship award (Stem Cells) Welham £79,012 (PA) deferred from 2006

3.1.4 NERC DTG

3.1.5 ESRC DTG

3.1.6 AHRC DTG

3.2 Research Council Enhanced Stipends (Research) – [R-RCDTE]

This is recorded as a separate fund as enhanced stipends are ring-fenced money which can only be spent on ‘enhancing/topping-up’ the students stipend/maintenance from the standard value to a higher value, it can not be used to increase the stipend to ensure the minimum value is met.

3.2.1 EPSRC Enhanced Stipends

Funds are ring-fenced within the EPSRC DTG to support enhanced stipends in specified areas:

- Engineering
- ICT
- Materials
- Stats & OR (Statistics and Operational Research)

These additional funds are specifically to assist with paying a rate higher than the minimum stipend and may not be used for other purposes. The ring-fenced values run for the specified number of years, without extension, adopting fixed start and end dates.

The ring-fenced enhanced stipends are part of the EPSRC DTGs and are awarded to the University as a whole. It is the Vice-Chancellors Group who decides the allocation of the funding – where this is not specified by the Research Council – to Graduate Schools whose subjects cover the specified areas as detailed above. The University will usually receive a new DTG each academic year and hence new ring-fenced values for enhanced stipends, each of these last for four years.

Duration	Any
Tuition fee	none
Maintenance/Stipend	Additional amount to the RCUK standard PhD rate pa
RTSG	none
Other:	none

3.2.1.1 EPSRC DTG 2010 – Enhanced Stipends

- Grant reference EP/P505399/1 starts 01st October 2010, ends 30th September 2014

3.2.1.2 EPSRC DTG 2009 – Enhanced Stipends

- Grant reference EP/P504805/1 starts 01st October 2009, ends 30th September 2013

3.2.1.3 EPSRC DTG 2008 – Enhanced Stipends

- Grant reference EP/P504082/1 starts 01st October 2008, ends 30th September 2012

3.2.1.4 EPSRC DTG 2007 – Enhanced Stipends

- Grant reference EP/P503590/1 starts 01st October 2007, ends 30th September 2011

3.3 Research Council Industrial CASE awards (Research) – [R-RCCAS]

This fund type is for Industrial CASE studentships and not DTG awards that are converted to CASE. CASE stands for Co-operative Awards in Science and Engineering. This fund only covers the Research Council element only. The Industrial partner must be posted under the R-OTTOP fund.

3.3.1 EPSRC Industrial CASE (ICA)

Full grant and scheme [terms and conditions](#) can be found on the EPSRC website.

- Voucher number – will be quoted on the letter of intent for each EPSRC ICA awarded to the University along with the academic supervisor and co-operating Industrial partner.
- Duration – EPSRC ICA provides 3.5 years financial support to the student.
- Start date – of the studentship must be before the 30th September of the academic year of the award.
- Funding – students must receive a stipend at least equivalent to the [RC minimum stipend](#) each year. Further funding such as a consumable allowance is appropriate for the project provided that the value of the grant is not overspent.
- Industrial partner – the sponsoring company annual cash contribution must be for at least 1/3rd of the funding provided by EPSRC. Any payments to the student from this source of funds will be recorded under R-OTTOP.

Duration	42 months, FT, October to September
Tuition fee	University Home/EU pa
Maintenance/Stipend	RCUK standard PhD rate pa
RTSG	Balance of EPSRC funding per voucher
Other:	none

3.3.1.1 EPSRC ICA 2010

- Grant reference EP/I501231 starts 01st October 2010, ends 30th September 2015
- 4 awards

3.3.1.2 EPSRC ICA 2009

- Grant reference EP/G501203 starts 01st October 2009, ends 30th September 2014
- 4 awards

3.3.1.3 EPSRC ICA 2008

- Grant reference EP/G501203 starts 01st October 2008, ends 30th September 2013
- 10 awards

3.3.2 BBSRC Industrial CASE Partnership

Must receive £2,500 from cooperating body

3.3.2.1 BBSRC ICP 2010

- Grant reference BB/I532110/1 starts 01st November 2010, ends 31st October 2014
- Awarded to Department of Health £75,281

3.3.3 MRC Industrial CASE

Please also see the complete [MRC DTA terms and conditions](#), of which the MRC Industrial CASE studentships fall under. Summary details are given below.

- Duration – MRC provides financial support for 3 or 4 year studentships.
- Isle of Man students – are not eligible for MRC studentships.
- Overseas fieldwork allowance – MRC will consider contributing towards the cost of overseas fieldwork. Individual countries are placed in a banding system which calculates the funding available to the student for overseas fieldwork within that country. Students will receive a one-off front end element and a weekly rate, see annex 1 of the MRC DTA terms and conditions.
- Industrial partner – the sponsoring company is expected to make a financial contribution to the studentship as follows:
 - £2,500 pa top-up maintenance payable to the student

- £1,400 pa contribution to the University towards the cost of the project.
- Any payments to the student from this source of funds will be recorded under R-OTTOP.

Duration	36 / 48 months, FT, October to September
Tuition fee	University Home/EU pa (RCUK rate)
Maintenance/Stipend	RCUK standard PhD rate pa
RTSG	£1,000 pa
Other:	£300 pa travel/conference allowance
	Overseas fieldwork allowance – payable to student (value dependant on country)

3.4 Research Council funding – Bath Centres (Research) – [R-RCBCT]

3.4.1 EPSRC – Centres of Doctoral Training – Doctoral Training Centre

<http://www.epsrc.ac.uk/SiteCollectionDocuments/funding/CDTevaluationframework.pdf>

3.4.1.1 EPSRC – CDT – DTC – SCT 2009

Duration	48 months, FT, October to September
Tuition fee	University Home/EU pa
Maintenance/Stipend	RCUK standard EngD rate pa
RTSG	£3,000 pa
Other:	none

3.4.2 EPSRC – Centres of Doctoral Training – Industrial Doctoral Centre

<http://www.epsrc.ac.uk/SiteCollectionDocuments/funding/CDTevaluationframework.pdf>

3.4.2.1 EPSRC – CDT – IDC – CDE 2009

This fund only covers the Research Council element only. The Industrial partner must be posted under the R-OTTOP fund.

Duration	48 months, FT, October to September
Tuition fee	University Home/EU pa (RCUK rate)
Maintenance/Stipend	RCUK standard EngD rate pa
RTSG	none
Other:	none

3.4.3 EPSRC – KIM Grand Challenge

3.4.4 EPSRC – Supergen Energy Storage

3.4.5 EPSRC – UK SHEC

3.5 Research Council funding via External Universities (Research) – [R-RCXCT]

Occurrences falling under this fund are where Bath is a partner in a consortium or students are part of an EngD centre where another University holds the grant / pot of money funded by the Research Council. The University will generally raise an invoice to the External University to claim the funding.

- 3.5.1 EPSRC EngD Bristol
- 3.5.2 EPSRC EngD Loughborough
- 3.5.3 EPSRC NECTISE - Loughborough
- 3.5.4 EPSRC Supergen 1-FNT - Strathclyde
- 3.5.5 EPSRC Supergen PV-21 - Durham
- 3.5.6 ESRC – SWDTC – Bristol

3.6 Research Council funding – Individual, named students (Research) – [R-RCIDV]

3.6.1 ESRC – Named funding (not 1+3)

3.6.2 ESRC – Named funding 1+3

This involves the first year following a Masters / Taught programme, where funding is different in year 1 compared to the remaining 3 years.

From April 2011 all now converted to DTG

3.7 Research Council funding – Other funding streams (Research) – [R-RCOTH]

3.7.1 ESRC – Disability Support Allowance (DSA)

3.8 Research Council funding – Masters Award (Taught) – [T-RCMTA]

3.8.1 BBSRC – MTP

3.9 Research Council funding – Individual, named students (Taught) – [T-RCIDV]

3.9.1 AHRC – Named funding

4 Public Body – External funding

These are funding streams from Public Bodies. Within Fund Management these fund types are currently grouped as:

- R-PBOTH Research – Public Body funding
- T-PBOTH Taught – Public Body funding

4.1 Public Body funding – various funding streams (Research) – [R-PBOTH]

4.1.1 EdQual via University of Bristol – Finished

4.1.2 Great Western Research (GWR) – Finished

4.1.3 Overseas Research Studentship (ORS – HEFCE funding) – Obsolete

4.2 Public Body funding – various funding streams (Taught) – [T-PBOTH]

4.2.1 Commonwealth Commission Scholarships

There are a variety of Commonwealth Scholarships and each scheme will offer different funding awards.

4.2.1.1 Commonwealth Shared Scholarship [T-PBOTH-yyyy/yy-**-CSC]

The University is advised by the Commonwealth Scholarship Commission (CSC) of the number of Commonwealth Shared Scholarships it can award each year. It is up to the department to find suitable students. The funding for their scholarship is shared by the CSC and UoB. The awards are for twelve months and run from October to September. The occurrence will be set in relation to the number of students and known values for the academic year. CSC reference will need to be recorded against each student's bid.

Overseas taught tuition fees will be covered by the scholarship via an invoice to CSC. Scholars will receive a monthly stipend rate (paid quarterly in advance) based on the CSC minimum rate. They will also receive a one-off arrival allowance and study travel grant payable with their first quarter's stipend payment. A thesis grant will also be paid with their third quarter's stipend payment. UoB will also book inbound and outbound flights, for the student. Invoicing to CSC will be done by FO, SFO will invoice for tuition fees and FOS and will invoice for the study travel grant, thesis grant and inbound and outbound flights. The department must find the funds to cover the stipend and arrival allowance.

Key dates	Award application deadline
Duration	12 months, FT, October to September
External reference required	Yes
Tuition fee	University overseas tuition fees
Maintenance/Stipend	Commonwealth monthly value paid quarterly in advance
TSF	n/a
Other:	
Arrival allowance	One-off payment to scholar
Study travel grant	One-off payment to scholar
Thesis grant	One-off payment to scholar
Inbound flight	Booked by UoB (not recorded in FM)
Outbound flight	Booked by UoB (not recorded in FM)

4.2.2 European Intergrated Masters – Finished

4.2.3 Graduate Experience Scheme (GES) – Finished

5 Other Funders – External funding

These are other external funding streams not covered by University, Research Council or Public body institutions and include top-up funding to other funders. Within Fund Management these fund types are currently grouped as:

- R-OTTOP Research – Other top-ups
- R-OTDON Research – Donations
- T-OTDON Taught – Donations

Students not paid any top-ups until contracts received & signed

5.1 Top-up funding – all funders (Research) – [R-OTTOP]

5.1.1 Sponsoring partner to Research Council Industrial CASE awards (to be used with R-RCCAS)

5.1.2 Sponsoring partner to Bath Centres funded studentships (to be used with R-RCBCT)

5.1.3 Sponsoring partner to other university funded studentships (to be used with R-RCXCT)

5.1.4 Sponsoring partner to DTG funded studentships (to be used with R-RCDTG)

5.1.5 Sponsoring partner to Public funded studentships (to be used with R-PBOTH)

5.2 Other Funders – External funding (Research) – [R-OTFUN]

5.2.1 Sponsoring body not covered by other categories, ie Industry

5.2.2 Sponsoring body not covered by other categories, ie Charity

5.3 Other Funders – External funding (Taught) – [T-OTFUN]

5.3.1 Sponsoring body not covered by other categories, ie Industry

5.3.2 Sponsoring body not covered by other categories, ie Charity

5.4 Donations – External funding (Research) – [R-OTDON]

5.5 Donations – External funding (Taught) – [T-OTDON]

6 Research Grants – External funding

These are external funding streams financed by research grants administered through Research Development and Support Office (RDSO) and the Research Support & Funding Office (RSF). They are research projects where a studentship costs is one part of the total research project. The grants are associated with an academic or group of academics.

6.1 Research Grant Projects (administered by RDSO-RSF) – all funders (Research) – [R-RGPRJ]

These grants once awarded are all administered through the Research Support & Funding Office (RSF). They are research projects where a studentship cost is one part of the total research project. The studentship will often cover tuition fee plus a stipend. No TSF is given as the research project usually has travel and consumable budgets where these studentship costs can be directly charged.

The occurrences within Fund Management will be shown with the relevant research grant Agresso project (R*) at the end of the occurrence. They will also be split into the years that the grant is due to start and finish. The occurrences will be set at the budgeted values as detailed on the RS2 form submitted to RDSO for student stipend and student fees only.

If a student enters suspension then the funding may be suspended for use by the same student in future years, provided the time remaining falls within the grant period. If a student withdraws or transfers to writing up they are no longer eligible for funding; any pre-paid maintenance will be re-claimed from the student and the remaining funds remain within the research grant.

Overseas students are eligible for research grant project awards (R-RGPRJ) if the difference between Home/EU and Overseas tuition fees is funded from other sources.

6.1.1 Research Council research projects [R-RGPRJ-yyyy/yy-aa-RC-aannnn]

These are studentships to support research projects externally funded by the strategic partners of Research Councils UK (RCUK). The same conditions apply as stated above [R-RGPRJ].

These are time and cash limited grants, although viring between budget categories is possible. It is up to the academic to find suitable students.

The unit of resource is a full time studentship for three or three and a half years, as detailed on the RS2. For each year, the studentship covers Home/EU tuition fee rate as set by the University; plus a stipend (equivalent to the standard EPSRC minimum stipend). The University tuition fees are higher than the tuition fees sponsored by RCUK and virement between travel and consumable budgets will be required to cover the difference. This should be agreed with the contact in Post-Awards (RDSO – RSF), the occurrence will be amended to agree with the virement.

The occurrence will be set in relation to the values and duration of grant submitted on the RS2. The costs will appear on the department's research grant Agresso project.

	<u>2010/11</u>	<u>2009/10</u>
Duration	36 months or 42 months, FT, October to September	36 months or 42 months, FT, October to September
Tuition fee	£4,400	£4,240
Maintenance/Stipend	£13,590	£13,290
TSF	n/a	n/a
Other:	n/a	n/a
Total BID value	(36m) £55,740* (inc 11/12 & 12/13 est) (42m) £65,610* (inc 11/12 – 13/14 est)	(36m) £54,110* (inc 11/12 est) (42m) £63,690* (inc 11/12 & 12/13 est)

6.1.2 Wellcome Trust research projects [R-RGPRJ-yyyy/yy-aa-RE-aannnn]

These are studentships to support research projects externally funded by the Wellcome Trust. The same conditions apply as stated above [R-RGPRJ].

These are time and cash limited grants, although viring between budget categories is possible. It is up to the academic to find suitable students.

The unit of resource is a full time studentship for three or four years, as detailed on the RS2. For each year, the studentship covers Home/EU tuition fee rate as set by the University; plus a stipend (equivalent to the year of study and current year Wellcome trust rate). The University tuition fees are higher than the tuition fees sponsored by Wellcome Trust and virement between travel and consumable budgets will be required to cover the difference. This should be agreed with the contact in Post-Awards (RDSO – RSF), the occurrence will be amended to agree with the virement. For students that do not start their studies in October their maintenance rate will change each year on the 1st October and the anniversary of their start date. A manual adjustment in Fund Management is required each year for each of these students.

The occurrence will be set in relation to the values and duration of grant submitted on the RS2. The costs will appear on the department's research grant Agresso project.

	<u>2010/11</u>	<u>2009/10</u>
Duration	36 months or 48 months, FT, October to September	36 months or 48 months, FT, October to September
Tuition fee	£4,400	£4,240
Maintenance/Stipend	£18,685	£18,053
TSF	n/a	n/a
Other:	n/a	n/a
Total BID value	(36m) £74,921* (inc 11/12 & 12/13 est) (48m) £102,680* (inc 11/12 – 13/14 est)	(36m) £72,303* (inc 11/12 est) (48m) £99,163* (inc 11/12 & 12/13 est)

6.1.3 Other funders research projects [R-RGPRJ-yyyy/yy-aa-RE-aannnn]

These are studentships to support research projects externally funded. For example Industry or Charitable bodies. The same conditions apply as stated above [R-RGPRJ].

These are time and cash limited grants, although viring between budget categories is possible. It is up to the academic to find suitable students.

The unit of resource is a full time studentship, as detailed on the RS2 and research agreement with the sponsor. For each year, the studentship covers tuition fees as set by the University; plus a stipend as detailed on the RS2 and within the research agreement with the sponsor.

The occurrence will be set in relation to the values and duration of grant submitted on the RS2. The costs will appear on the department's research grant Agresso project.

	<u>2010/11</u>	<u>2009/10</u>
Duration	As agreed within the research contract, FT, October to September	As agreed within the research contract, FT, October to September
Tuition fee	As agreed within the research contract	As agreed within the research contract
Maintenance/Stipend	As agreed within the research contract	As agreed within the research contract
TSF	n/a	n/a
Other:	n/a	n/a
Total BID value	As agreed within the research contract	As agreed within the research contract

6.1.4 EU FP7 [R-RGPRJ-yyyy/yy-aa-RE-aannnn]

These are studentships to support research projects externally funded by the European Commission FP7 programme. The same conditions apply as stated above [R-RGPRJ], except this funding stream does not cover tuition fees. The stipend rate is enhanced and students are expected to fund their own tuition fees.

These are time and cash limited grants. It is up to the academic to find suitable students.

The unit of resource is a full time studentship for three, four or five years, as detailed on the RS2. For each year, the studentship covers a stipend (equivalent to the year of study and current year Wellcome trust rate). For students that do not start their studies in October their maintenance rate will change each year on the 1st October and the anniversary of their start date. A manual adjustment in Fund Management is required for each of these students each year.

The occurrence will be set in relation to the values and duration of grant submitted on the RS2. The costs will appear on the department's research grant Agresso project.

	<u>2010/11</u>	<u>2009/10</u>
Duration	36 months, 48 months or 60 months FT, October to September	36 months, 48 months or 60 months FT, October to September
Tuition fee	n/a	n/a
Maintenance/Stipend	£18,685	£18,053
TSF	n/a	n/a
Other:	n/a	n/a
Total BID value	(36m) £60,951* (inc 11/12 & 12/13 est) (48m) £83,570* (inc 11/12 – 13/14 est) (60m) £106,868* (inc 11/12 – 14/15 est)	(36m) £58,993* (inc 11/12 est) (48m) £80,953* (inc 11/12 & 12/13 est) (60m) £103,572* (inc 11/12 – 13/14 est)

6.1.5 Marie Currie

These are not studentship but are treated as members of staff and as such should go through Human Resources (HR) and Finance Office – Payroll.

Appendices**Appendix 1 – Contacts**

Finance Office Studentships – Fund Management
 Finance Office Studentships team
 Student Finance Office

stufin-studentships@rt.bath.ac.uk
fos-pgstu@bath.ac.uk
stu-fin@bath.ac.uk

Appendix 2 – Fund Management – Fund code structure (FND)

<u>1st group</u>	<u>Definition</u>	<u>2nd group</u>	<u>Definition</u>	<u>3rd group</u>	<u>Definition</u>
R-	Research				
T-	Taught				
		UR	University Research		
		UN	University Other		
		RC	Research Council		
		PB	Public body		
		OT	Other funders		
		RG	Research grants		
				STD	Standard URS home awards
				SOS	Overseas URS overseas
				OTH	Other
				DTG	Doctoral Training Grants
				DTE	Enhancement to DTG maintenance
				CAS	CASE awards
				XCT	External Centres
				BCT	Bath Centres
				IDV	Individual / named
				TOP	Top-ups / additional funding
				FUN	Other funders eg Industrial/Charity
				DON	Donations
				PRJ	Research grant Projects
				MTA	Masters awards

Appendix 3 – Research Councils UK (RCUK) strategic partners

<u>Council</u>	<u>Full name</u>	<u>Studentships funding streams/pots</u>
AHRC	Arts and Humanities Research Council	DTG (previously Named studentships)
BBSRC	Biotechnology and Biological Sciences Research Council	DTG *(every 2yrs for 5-6 yrs)
EPSRC	Engineering and Physical Sciences Research Council	DTG, CASE, Eng D, CDT
ESRC	Economic and Social Research Council	DTG (previously Named studentships)
MRC	Medical Research Council	DTG, CASE
NERC	Natural Environment Research Council	DTG
STFC	Science and Technology Facilities Council	DTG *(none awarded at present)

Appendix 4 – RCUK studentship web-pages

<u>Council</u>	<u>Web address</u>
RCUK	http://www.rcuk.ac.uk/default.htm
AHRC	http://www.ahrc.ac.uk/FundingOpportunities/Pages/summaryinformationforprospectivepostgraduatestudents.aspx
BBSRC	http://www.bbsrc.ac.uk/funding/studentships/studentships-index.aspx
EPSRC	http://www.epsrc.ac.uk/funding/students/Pages/default.aspx
ESRC	http://www.esrcsocietytoday.ac.uk/ESRCInfoCentre/ Postgraduate & Careers – Studentships
MRC	http://www.mrc.ac.uk/Fundingopportunities/Studentships/index.htm
NERC	http://www.nerc.ac.uk/funding/available/postgrad/

STFC <http://www.stfc.ac.uk/Funding+and+Grants/637.aspx>

Appendix 5 – Agresso project types

<u>Agresso project/type</u>	<u>Description</u>
BA-*3RST	Departmental Studentships
BE-*1GSS	Graduate School Scholarship
BE-*1XST	University Research Studentship
EA*	TSF projects for University/Self-funded (including Government & Embassy)
EB*	Research Council funding
EG*	Industrial Sponsors / Top-up sponsor
EH*	Other Sponsors (ie not EB* or EG*)
EP*	UG funded scholarships

Appendix 6 – Studentship costs

<u>Description</u>		<u>2011/12</u>	<u>2010/11</u>	<u>2009/10</u>	<u>2008/09</u>	<u>2007/08</u>
		£	£	£	£	£
Tuition fees	Research Council	3,732	3,466	3,390	3,300	3,240
	Home	4,400	4,400	4,240	4,000	3,800
	Overseas lab	14,800	14,000	13,500	12,750	12,050
	Overseas non lab	11,600	11,000	10,600	10,000	9,450
	Taught o/seas lab	15,400	14,500	14,000	13,150	12,350
	Taught o/seas non	12,000	11,300	10,900	10,300	9,650
Maintenance	Standard	13,590	13,590	13,290	12,940	12,600
	EngD	15,090	15,090	14,790	14,400	14,100

Appendix 7 – Studentships typesType of Studentship / Scholarship

AHRC
 AHRC DTG
 Alumni / Donations
 BBSRC DTG
 BBSRC Industrial CASE partnership
 BBSRC Masters Training Programme
 Biology – Demonstrator Studentship
 Charity funding
 Commonwealth Scholarships
 Departmental Schemes:
 Donations
 EPSRC CASE New Academics
 EPSRC CDT-DTC
 EPSRC CDT-IDC
 EPSRC DHPA
 EPSRC DTG
 EPSRC DTG – Enhanced Stipends
 EPSRC EngD Bristol
 EPSRC EngD Loughborough
 EPSRC Industrial CASE awards
 EPSRC Kim Grand Challenge
 EPSRC NECTISE
 EPSRC Supergen 1-FNT Loughborough
 EPSRC Supergen Energy Storage
 EPSRC Supergen PV-21 Durham
 EPSRC UK SHEC
 ESRC
 ESRC Disability
 ESRC DTG
 ESRC SWDTC
 EU Commission
 Graduate Experience Scheme
 Graduate School Scholarships
 GWR
 Health – Graduate Teaching Assistant
 Industrial funders (not top-ups)
 Management – Graduate Research Studentship
 MRC DTG
 MRC Industrial CASE
 NERC DTG
 Research
 Research Grants
 Taught
 Top-ups
 URS – Excellent
 URS – Graduate School
 URS – Large/Leverage Bid
 URS – OFF
 URS – OURS
 URS – Themed

FUND

R-RCIDV; T-RCIDV
 R-RCDTG
 R-OTDON; T-OTDON
 R-RCDTG
 R-RCCAS
 T-RCMTA
 R-UNDPT
 R-OTFUN / T-OTFUN
 T-PBOTH
 R-UNDPT
 R-OTDON / R-OTDON
 R-RCCAS
 R-RCBCT
 R-RCBCT
 R-RCDTG
 R-RCDTG
 R-RCDTE
 R-RCXCT
 R-RCXCT
 R-RCCAS
 R-RCBCT
 R-RCXCT
 R-RCXCT
 R-RCBCT
 R-RCXCT
 R-RCBCT
 R-RCXCT
 R-RCBCT
 R-RCBCT
 R-RCIDV; T-RCIDV
 R-RCOTH
 R-RCDTG
 R-RCXCT
 T-PBOTH
 T-PBOTH
 R-UNOTH / T-UNOTH
 R-PBOTH
 R-UNDPT
 R-OTFUN / T-OTFUN
 R-UNDPT
 R-RCDTG
 R-RCCAS
 R-RCDTG
 R-UNOTH
 R-RGPRJ
 T-UNOTH
 R-OTTOP
 R-URSTD
 R-URSTD
 R-URSTD
 R-URSOS – no longer available for new awards
 R-URSOS
 R-URSTD – no longer available for new awards

Appendix 8– Scholarships & BursariesType of Studentship / ScholarshipFUND

Nuffield Science Bursary

EPSRC Vacation Bursary

BBSRC Vacation Bursary

Wellcome Vacation Bursary

Commonwealth Scholarships

International Office Bursaries

Abbey Santander

Alumni Scholarships

Sports Scholarships

Other ad-hoc Scholarships

Appendix 9– Glossary

<u>Abbreviation</u>	<u>Details</u>
AHRC	Arts & Humanities Research Council
BBSRC	Biotechnology & Biological Sciences Research Council
CASE	Co-operative Awards in Science & Engineering [external funding stream for studentship]
CDT	Centres for Doctoral Training [external funding stream for EngD centres and studentships]
CSC	Commonwealth Scholarship Commission [external funding stream for scholarships]
CTA	Collaborative Training Account [external funding stream]
DTA	Doctoral Training Accounts [total DTGs awarded to an Institution]
DTC	Doctoral Training Centre [CDT funding strand]
DTG	Doctoral Training Grants [external funding stream for studentship]
EngD	Engineering Doctorate [student qualification]
EOF	Exceptional overseas fieldwork [external funding for student's fieldwork costs – application required]
EPSRC	Engineering & Physical Sciences Research Council
ESRC	Economic & Social Research Council
FO	Finance Office
FOS	Finance Office – Studentships
FND	Fund [SITS/SAMIS Fund Management]
FNO	Occurrence [SITS/SAMIS Fund Management]
GES	Graduate Experience Scheme [external funding stream & scheme to aid graduates & local businesses]
GO	Graduate Office
GRS	Graduate Research Studentship [School of Management scheme]
GSS	Graduate School Scholarship [internal funding stream]
GTA	Graduate Teaching Assistants [Department for Health was School for Health]
GWR	Great Western Research [external funding stream]
HEFCE	Higher Education Funding Council of England
HESA	Higher Education Statistic Agency
ICA	Industrial CASE award [external funding scheme]
IDC	Industrial Doctorate Cente [CDT funding strand]
MRC	Medical Research Council
NERC	Natural Environment Research Council
OFF	Overseas Full Fees [internal funding stream]
ORS	Overseas Research Studentship [external funding stream]
OURS	Overseas University Research Studentship [external funding stream]
PCB	Project Costing & Billing (screen within Agresso for project set up including studentship information)
PGA	Postgraduate Admissions
PGR	Postgraduate Research [postgraduate student following research programme of study]
PGT	Postgraduate Taught [postgraduate student following taught programme of study]
R	Research
RC	Research Council
RCUK	Research Council UK (collective body of named RCs)
RD&C	Research Development & Collaborations (part of RDSO)
RDSO	Research Development & Support Office
REF	Research Excellence Framework (was RAE - Research Assessment Exercise)
RS2	Research grant/contract acceptance form (internal form submitted to RDSO)
RSF	Research Support & Funding (part of RDSO)
RTSG	Research Training Support Grant [external funding for studentship consumable spend]
SAM	Student Accounting Module [financial module of student system]
SAMIS	Student & Applicant Management Information System [student system, University name for system]
SFO	Student Finance Office (tuition fees)
SITS	Strategic Information Technology Services [supplier of student system and universal name of system]
SSP	Student Sponsor (screen within SAMIS to record sponsor details)
STFC	Science and Technology Facilities Council
T	Taught
TSF	Training Support Fund also known as TSG/RTSG [internal funding for studentship consumable spend]
TSG	Training Support Grant also know as TSF/RTSG [internal funding for studentship consumable spend]
UG	Undergraduate
UoB	University of Bath
URS	University Research Studentship [Internal funding stream for studentship]