



University of Greenwich - Santander Universities Programme

International Mobility and Networking Awards for Postgraduate Research Students

Programme Information 2016 – 17

Introduction

The University of Greenwich is a partner of the Santander Universities programme, a scheme initiated and supported by Banco Santander SA. This programme makes financial assistance available to facilitate the mobility of students between some 1,200 Santander member universities across 20 countries around the world, having the objective of deriving benefit to their studies at their home university, as well enhancing their own personal development.

(See <http://www.santander.co.uk/uk/santander-universities/about-us/our-partner-universities>).

The purpose of the financial awards made available under the auspices of this programme is as an enabling mechanism to facilitate international travel and collaboration, with a view to complementing, assisting and advancing approved research programmes that are the central element of postgraduate research students studying for recognised research awards from the University of Greenwich. Additionally, awards may be made to incoming overseas based research students from within the Santander Universities programme, where an academic member of staff consider there would be demonstrable benefit to their own research through facilitating such international mobility.

Financial awards are available under this programme to postgraduate research students of the university for the academic year 2016-17, subject to the submission of a well-articulated and appropriately costed application, and subsequent approval by a university panel convened to consider such applications.

Support available for Postgraduate Research Students

The support available through this programme takes two forms, namely:

Strand 1 – Scholarships

This fund is to support postgraduate research students to study and further their own research at an overseas partner institution within the Santander Universities network, and do so on a full-time basis over an extended period of time, but for no longer than six months. Additionally, this strand also facilitates postgraduate research students from other overseas universities within the Santander Universities network to study at Greenwich where there are benefits deriving to Greenwich in doing so. Four Scholarships awards of up to £5000 will be made available to successful applicants where there will be demonstrable benefits deriving to their research programme. Applications must be

supported by the host overseas institution in the case of outward study and to Greenwich in the case of inward study. The programme of work to be addressed through the visit must be clearly articulated. Given that funding from this Strand is to facilitate full-time study at an overseas partner institution, and vice-versa, only those studying for a research award on a full-time basis are permitted to make an application under this Strand.

This is a competitive fund and all submissions will be assessed by an internal, independent board composed of relevant academic and administrative staff. All applicants will be assessed on merit and quality of research proposal. Four awards of £5,000 each will be made in total.

Strand 1 Scholarship applications must be submitted by **5pm on Friday 2nd December 2016**. Completed pro forma should be sent to Simran Khattra, Assistant Alumni and Development Officer email s.khattra@gre.ac.uk.

Strand 2 – Networking Awards

This fund is to support postgraduate research students studying at Greenwich to present papers at international conferences and network internationally in countries and partners institutions within the Santander Universities network, for a period of up to 10 days. Seven networking awards of up to £700 each will be made available to successful applicants where there will be demonstrable benefits deriving to their research programme. Applications must be supported by confirmed notification of delivery of a titled paper from the conference organiser, and any host overseas institution. Applications for funding from this Strand is available to PGRs who are studying for their research award on full-time and part-time basis.

Applications for Strand 2 Networking Awards may be made **at any time during the academic year up to 1 June 2017**, with each being considered on its merits, subject to sufficient monies remaining within the university's fund to support such applications. Such consideration will be on the basis of date order of receipt of such applications. Assessment will be based on the quality of applications in terms of the projected benefits to be derived by applicants to their approved research programme. All expenditure must be complete and documented by the end of July 2017.

As previously all Strand 2 applications must be emailed to Simran Khattra, Assistant Alumni and Development Officer at s.khattra@gre.ac.uk.

Application process

As previously applications for the Strand 1 Scholarships will be competitive and assessed by an internal board. The deadline for applications is 5pm on Friday 2nd December 2016. Strand 2 Network Awards will be allocated on a rolling basis from 1st November 2016 and will be prioritised in date order.

Applications must be made on the relevant application form **Form SUP1** It is suggested that applicants work closely with their supervisors in preparing their application. Applications must be made in an electronic form to the address indicated on the form, to which the following must also be included.

1. The benefits to be derived from an award to the applicant's approved programme of postgraduate research, in the case of an application being made to facilitate inward mobility, the benefits deriving to Greenwich.
2. A realistic listing of proposed expenditure, including evidence forming the basis of the bid for financial support, i.e. travel, accommodation, subsistence, conference fees etc.

3. As appropriate to the relevant Strand from which support is sought, a letter of invitation from the intended host, overseas university within the Santander Universities programme indicating the level of support it will provide to facilitate a visit, including the name of an appropriately qualified member of staff who will act in the capacity of 'local supervisor' for the duration of the stay, together with a letter from the intended 'local supervisor' confirming that he/she is willing to act in this capacity for this duration. Similarly, corresponding information is required if the application relates to inward mobility.
4. As appropriate to the relevant Strand from which support is sought, a note from the student's Greenwich based supervisory team indicating how it intends to maintain regular contact with the student for the duration of stay at the overseas institution so as to be kept updated on student progress, welfare and future work. Such contact is expected to take place on a weekly basis, and no longer than two week intervals.
5. As appropriate to the relevant Strand from which support is sought, a letter of invitation from the conference organisers to present a titled paper (e.g. confirmation of acceptance to present a paper) and similarly from any institutions to be visited to establish/further relevant networking.
6. Applicants who are sponsored by government organisations, employers and other bodies, should include a letter of support from their sponsor(s) clearly setting out that they have no objection to the study and travel facilitated by such an application and that it does not conflict with their own terms and conditions of sponsorship of the applicant.
7. International PGR students studying at Greenwich on a UKVI Tier 4 visa are required to liaise with a university international advisor to inform them of the intention to make an application to travel overseas under the auspices of this programme, so that, should the application be successful, the advisor may seek approval on changes to conditions of study with UKVI and any other relevant authorities. Such liaison needs to be indicated on the application form.
8. Relating to 7 above, overseas based PGRs who are seeking a scholarship award to study at Greenwich will be responsible for making their own visa arrangements to study at Greenwich

General Conditions

1. Applications for Strand 2, Networking Awards may be made at any time between 1 November 2016 and 1 June 2017, and will be considered in order of the date of receipt of applications.
2. Students can only make one application for an award in any one year, on the understanding that the visit, research, networking etc and associated expenditure will take place during that year.
3. Applications will only be considered from postgraduate research students (PGRs) of the university, who are not debtors for tuition fees and other costs.
4. Should a student become a debtor during the course of receipt of financial support from this initiative, the award will be terminated and the student will be required to return to the university immediately.
5. No applications will be considered for an award to facilitate study at other Santander approved institutions within the UK.
6. With the exception of applications under Strand 2 to present a research paper at an international conference, no applications for scholarships will be considered from students who are in the 'write-up' phase of their thesis.
7. Applications will be assessed by a university panel within four weeks of submission, and will be judged on the basis of the quality of the application and the intended benefits of the requested financial assistance to the postgraduate research programme being addressed by the applicant.
8. The assessment panel reserves the right to award a smaller amount than being sought through an application.
9. The decision of the assessment panel is final, and not subject to appeal. In cases where an application is rejected, the applicant may seek feedback on reasons for this. Students are permitted to make one further application for such funding.

10. Once the annual fund for a Strand is exhausted for that year, no further applications will be considered.
11. International PGR students studying at Greenwich on a UKVI Tier 4 visa are required to liaise with a university international advisor to inform them of their intention to make an application to study and travel overseas under the auspices of this programme, so that, should the application be successful, the advisor may seek approval of changes to conditions of study with UKVI and any other relevant authorities. Should such approval not be forthcoming, the award will be rescinded, with the amount awarded being returned to the central university fund.
12. Successful applicants are required to make their own arrangements for seeking the most appropriate visa and other required documentation for study and travel under the auspices of this programme from their relevant authority. Should an application for such a visa not be forthcoming, the award will be rescinded, with the amount awarded being returned to the central university fund.
13. All monies made available in the approval letter must be expended by 31 July 2017.
14. 75% of the awarded monies will be made available to an appropriate Faculty fund to facilitate faculties to organise, where appropriate, and on behalf of the student, expenditure against approved activities. The remaining 25% of the approved monies will be made available on receipt of the student's final report.
15. A final report on the experience and benefits gained from the award must be submitted by the student to the university on **Form SUP2** (to be made available to successful applicants at a later date) within four weeks of returning to the UK, which must also include a financial breakdown of monies expended against the award. Supporting receipts and other relevant information must be submitted with the completed report. Failure to submit such a report within this timeframe will result in the outstanding 25% of the approved award being withheld and retained within the central university fund.
16. Should actual expenditure be less than the amount awarded, the central university fund has first call on the difference to be returned, so as to facilitate benefit to other applicants to this programme.
17. No further monies will be forthcoming from the fund in the event of a student overspending against the amount awarded.
18. An award under this programme, and the subsequent mobility etc. will not form the basis of acceptable grounds for an extension of time to complete the approved programme of research at Greenwich and submit for a research award.
19. The university reserves the right to pursue a successful applicant for the refund of any funds that are not used for purposes they are intended.

Insurance, health and medical matters

The university's insurance relating to travel, and associated health and medical matters for 2015-16 is as set out at: http://www.gre.ac.uk/__data/assets/pdf_file/0019/1213327/Travel-Policy-Cover-Note-2016-17.pdf In general, the following apply to Greenwich based students who are travelling to visit another institution or present a paper at an international conference outside of the UK, as part of his/her approved programme of research:

- A student who travels from Greenwich to an overseas country within the Santander Universities network, and who is not a permanent resident of the country to be visited, is covered by the university's travel insurance in force at the time of the visit.
- A student who travels from Greenwich to an overseas country within the Santander Universities programme, and is a permanent resident of the country to be visited, is not covered by those elements of the university's travel insurance in force at the time of the visit that relate to medical and medically-related emergency travel. The student is otherwise covered by the non-medical provisions of the university's policy.

On approval of an application, and before travel commences, the 1st Supervisor is, on behalf of the student, required to create and submit an on-line Travel Itinerary, the pro forma for which can be accessed at: http://banner.gre.ac.uk/prod/uogTravel/Main.swf?p_pidm=EMGCYY

Incoming students to study at Greenwich under this programme are required to make their own arrangements regarding relevant insurance(s).

If you have any queries please contact the Alumni and Development Office as follows:

Simran Khattra

Assistant Alumni and Development Officer

Email: s.khattra@gre.ac.uk

Tel: 0208 331 9380

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