The University of Essex Silberrad Scholarship

The University of Essex Silberrad Scholarships provide support for our own graduates to pursue PhD study. The scholarships are funded by a legacy from the Silberrad Estate, which was bequeathed to the University in 2007. Two scholarships will be offered in 2018-19.

TERMS AND CONDITIONS

These terms and conditions apply to University of Essex Silberrad Scholarships awarded to students entering our University in October 2018.

Who is eligible?
You can apply for a University of Essex Silberrad Scholarship if you:
- hold a degree from the University of Essex (Undergraduate and/or Masters) or are in the final term of completing a degree at the University of Essex;
- are eligible to pay tuition fees at the rate for Home/EU students;
- are in receipt of an official offer of admission (conditional or unconditional) from the Graduate Admissions Office for full-time PhD study commencing in October 2018;
- receipt of the scholarships is subject to applicants firmly accepting the offer of study, registering as students of the University of Essex for the 2018-19 academic year, and meeting all conditions of our offer;
- no alternative form of the scholarship is available and the award cannot be deferred to a later year from the one for which you are admitted;
- students on distance learning programmes are not eligible;
- applicants may only receive one award or tuition fee discount administered by the University of Essex. In the event that an applicant is already in receipt of another University award (including the Alumni Loyalty Discount), the larger of the two awards will be kept and the other released;
- where a student applies for and is awarded a scholarship and subsequently obtains full external funding, the University will rescind the scholarship offer;
- students with offers for Professional Doctorates are not eligible to apply.

What is a scholarship worth?
The scholarship is awarded for up to three years of doctoral study. It covers tuition fees (Home/EU) and provides a stipend towards living costs. It is renewable each year subject to satisfactory progress. In 2018-19, the scholarship will be worth £10,350 covering tuition fees and leaving a contribution to living costs. The scholarship will increase annually by 2.5%. The fee element will be deducted automatically and the balance will be paid in four instalments.

How do I apply?
All applicants must complete the online application form. No other means of application (such as CV or letter) is acceptable. The University will use two existing references which were supplied to support your course application. You must complete and submit the online application form by the published deadline.

How are scholars selected?
University of Essex Silberrad Scholarships support talented postgraduate students who can demonstrate an excellent academic background and the potential for future
achievement, as well as financial need. Candidates who satisfy the above criteria, and
who have received an offer of admission, will be selected for the award of a scholarship
on the following criteria:

- **Academic ability**: Based on previous academic qualifications (from the University of Essex), normally a first class Bachelor's degree or high 2.1 or equivalent, and/or Master's degree with distinction or merit.
- **Research potential**: Based on the candidate's research proposal submitted with their application, their statement on the scholarship application form and two academic references. Departments will take into account the fit of the proposed project with their own research strategy.

**When are successful candidates notified?**
Successful candidates will normally be notified within four weeks of the closing date by our Funding Team. Acceptance of the scholarship constitutes acceptance of these terms and conditions. A scholarship will not commence until the student formally registers on a relevant programme at the University of Essex.

**How will the money be paid?**
Our scholarships are awarded for one year in the first instance during the standard minimum period of enrolment for your degree. The fee element will be deducted automatically, and the stipend and balance (if applicable) will be paid in three annual instalments. Awards are renewed each year, subject to the award holder's satisfactory progress (as defined by the Code of Practice: Postgraduate Research Degrees), for a second and third year – up to a maximum tenure of nine terms or three years, provided the award holder is still engaged in full-time research (and excepting the circumstances stated in the section on termination, below). Where progress is satisfactory, renewal of the award is automatic. Students applying for a four-year PhD programme will have to meet one year's costs themselves (normally the final year).

**Intermission**
The University expects students to complete their training in a single continuous period, and does not encourage the suspension of awards. Where suspensions are agreed, total periods of suspension must not normally exceed one calendar year during the lifetime of the award. Sympathetic consideration should be given to requests for abeyance due to personal or family reasons. The studentship end dates and expected submission dates should be amended to reflect periods of abeyance.

**Illness**
Payment of a studentship can continue for absences covered by a medical certificate for up to thirteen weeks within any 12-month period. If the illness lasts, or is expected to last, for more than thirteen weeks, the University should make arrangements to suspend the studentship.

**Maternity/adoption/parental leave**
Funded students are entitled to 52 weeks of maternity, adoption or shared parental leave. The first 26 weeks will be paid at full stipend rate. The following 13 weeks will be paid at a level commensurate with employee entitlements to statutory maternity pay. The final 13 weeks are not paid. Partners are entitled to up to 10 days paid Ordinary Paternity Leave on full stipend. Partners may be entitled to up to 50 weeks of Shared Parental Leave; this may include paid and unpaid leave, depending on the individual circumstances, any paid leave should be at full stipend. There is no qualifying period for maternity, paternity, adoption or shared parental leave. The University will make every
effort to recover the value of maternity, paternity, shared parental or adoption funding from students who decide not to return to study after maternity, paternity, shared parental or adoption leave.

**Early submission and extensions**
In some cases, students may submit their thesis prior to the end of their award. Where the student continues to undertake work that is directly linked to their thesis, it is permissible for the doctoral award to continue to the end of the quarter in which the thesis is submitted. If the student submits on or after the original end date then the funding must cease on the end date. The period of a student’s support may be extended at the University’s discretion to offset a period of genuine absence e.g. for maternity leave, shared parental leave, adoption leave, extended absences covered by a medical certificate, extended jury service, subject to finding the necessary funding.

**Holidays**
Scholarship holders are entitled to a maximum of eight weeks’ holiday (including bank holidays and the University closure at Christmas) per annum and pro-rata. Holidays should be agreed in advance with the supervisor and, in cases where the scholar is engaged in teaching and demonstrating, with the approval of the head of the student’s department, school or centre.

**Termination of scholarship**
Our University will terminate a scholarship when progress or performance is deemed to be unsatisfactory. The scholarship will be terminated if a student ceases to be registered as a student with the University, or for good cause at the discretion of our Dean of Postgraduate Research & Education, or his/her nominee for this purpose. If a scholarship is terminated prematurely for any reason, a scholar must repay to the University any monies including maintenance, travel, subsistence, fees overpaid from the date of the termination of the scholarship. If a scholar submits his/her thesis before the end of the scholarship, the scholarship will be terminated on the date of submission. If a scholar takes up full-time employment whilst in receipt of a scholarship, the scholarship will be terminated as of the first day of employment.

**Transferability**
Change of course within the University of Essex will not affect the continuation of a scholarship, providing that the student continues to be registered on an eligible course within the same department.

**Resolution of disputes**
In cases not covered by the above terms and conditions, or where a student claims exceptional circumstances, or disputes a decision not to make payments due under a scholarship, they should first put their case in writing to the Funding team who will consider the circumstances and uphold, amend or revoke the original decision. Should a student be unhappy with this decision they should follow the university complaints procedure:  [http://www.essex.ac.uk/about/governance/policies/complaints.aspx](http://www.essex.ac.uk/about/governance/policies/complaints.aspx)

**Disclaimer**
The information set out above is correct at the date of publication (November 2017). The University of Essex reserves the right to make changes to the above and will notify any such changes to applicants as appropriate.