**Department of Literature, Film, and Theatre Studies**

THE RESEARCH PROMOTION FUND

Every research student in the Department will be able to draw from an annual research allowance of £100 per year for a maximum of three years only within his/her minimum period of study, starting in the first year of study. Receipts must be provided and a description of what the money has been spent on.

Name of Research student:

Amount requested: …………………………………………………………………………

Description of expenditure incurred:

………………………………………………………………………………………………………..

Details of expenditure:

|  |  |
| --- | --- |
| TRAVEL: |  |
|  |  |
|  |  |
| FEES: |  |
|  |  |
| ACCOMMODATION: |  |
|  |  |
| OTHER: |  |
| TOTAL AMOUNT: |  |

Signed:

Date of request:

Graduate Director / Research Director’s signature (where applicable)

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Dept Finance Code: ………………………………………………