

*King's College London*  
*Graduate School Administered*  
*Funding Schemes:*

*Postgraduate Research (MPhil/PhD) degree*  
*programmes (PGR)*

*2016/17 Guidelines for Applicants*

## **CONTENTS PAGE**

About the Graduate School	1
About this Document	1
<b>LIST OF SCHEMES COVERED BY THIS DOCUMENT</b>	<b>2</b>
King's Health Faculties US Scholarship 2016-17	3
King's India Scholarships 2016-17	5
Brazil Institute Scholarship 2016-17	7
King's Accession Scholarship 2016-17	9
King's Canada Scholarship 2016-17	11
King's East Asia Scholarship 2016-17	13
<b>CONDITIONS &amp; REGULATIONS OF FUNDING</b>	<b>15</b>
<b>CONFIRMATION OF AWARDS</b>	<b>17</b>
<b>PAYMENT OF AWARDS</b>	<b>17</b>
<b>RENEWAL OF AWARDS</b>	<b>17</b>
<b>SUBMISSION OF THESIS</b>	<b>17</b>
<b>CONTACT DETAILS</b>	<b>18</b>

# INTRODUCTION

## About the Graduate School

The Graduate School provides advice on a wide range of postgraduate funding opportunities and will, where possible, guide applicants to the most appropriate sources of funding for their degree programmes. The Graduate School also administers a wide range of funding schemes that are open to students in pursuit of a postgraduate degree at King's College London.

For more information about the Graduate School and what it does, please go to:  
<http://www.kcl.ac.uk/study/graduate-school/index.aspx>

## About this Document

This funding guidance document has been produced to provide information about some of the funding opportunities that are offered by and/or administered through the Graduate School for Postgraduate Research (PGR) degree<sup>1</sup> programmes at King's College London for the 2016/17<sup>2</sup> academic year.

**PLEASE NOTE, the funds described in this document do not apply to taught postgraduate programmes i.e. master's, PG Cert and PG Dip programmes, distant learning programmes and specialist doctorate programmes.**

You will find a list of all the schemes covered by this document within the table on the next page; note that this is not an exhaustive list of all schemes covered by the Graduate School as the Graduate School is also involved with a range of external funding opportunities and university agreements.

Within this document you will find details about the criteria, application process, and selection process for each of the individual schemes covered by this document. Also contained in this document are the full Terms and Conditions (see section 'Conditions & Regulations of Funding') that will apply to all of the schemes listed.

For details relating to other funding opportunities available at King's College London, which can include other schemes administered by the Graduate School, schemes offered through academic Schools/departments/divisions at King's, as well as external funding opportunities, please refer to the University's online Funding Database at: <https://www.kcl.ac.uk/graduate/funding/database/>

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<sup>1</sup> PGR degree programmes referred to in this document cover MPhil/PhD.

<sup>2</sup> The 2016/17 academic year covers the period from September 2016 to August 2017.

## LIST OF SCHEMES COVERED BY THIS DOCUMENT

Scheme	Approx. number available	Maximum value of award
King's Health Faculties US Scholarship	1	International tuition fee, bench fees (at £5K) & annual stipend
King's India Scholarships	3	International tuition fee, bench fees (at £5K) where applicable & annual stipend
Brazil Institute Scholarship	1	International tuition fee & annual stipend
King's Accession Scholarship	1	International tuition fee & annual stipend
King's Canada Scholarship	1	International tuition fee & annual stipend
King's East Asia Scholarship	1	International tuition fee, bench fees (at £1.5K) & annual stipend

### **IMPORTANT**

Please note that each funding opportunity has specific eligibility criteria that must be met, and the application and selection procedure may also differ between opportunities so you **MUST** apply according to the procedures that are set. Applicants who do not follow the correct procedures will **NOT** be considered for the scheme(s) that they intended.

Application deadlines are absolute and materials received after the specified time and date will **NOT** be accepted and the applicant will be considered ineligible.

For further details about each scheme, please scroll to the relevant pages below.

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# King's Health Faculties US Scholarship 2016-17

## Eligibility Criteria

### Applicants MUST:

- Be due to commence an MPhil/PhD research degree programme in the either of the following Health faculties at King's College London during the 2016/17 academic year: Dental Institute, Faculty of Life Sciences & Medicine, Florence Nightingale Faculty of Nursing & Midwifery, and Institute of Psychiatry, Psychology & Neuroscience
- Be citizens and permanent residents of the USA at the time of application
- Have submitted all the required application materials by the funding deadline (as instructed in the 'Application Process' section below)

### Please note:

- Students who will pay tuition fees at the Home/EU rate are not eligible
- Existing research degree students are not eligible to apply
- The scholarship cannot be held on a part-time basis
- Students who will not be commencing an MPhil/PhD in one of the Health faculties, as listed above, are not eligible
- Professional doctorate degrees are not eligible
- Distance learning programmes are not eligible
- The scholarship cannot commence prior to September/October 2016

## Application Process:

**Application Start: December 2015**

**Application Deadline: 16:00 GMT, 29 February 2016**

Applications will be invited from December 2015 and will close on 29 February 2016 at 16:00 GMT sharp

Please follow the instructions below.

Applicants who fail to apply as instructed below will not be eligible for consideration.

### INSTRUCTIONS: you MUST:

- 1) First, apply to King's College London for a research degree programme using the online admissions application (<https://apply.kcl.ac.uk/>)\*

AND

- 2) Submit an online international student PGR funding application form to the Graduate School by the funding deadline of 16:00 GMT, 29 February 2016. Note that this should only be done after you have applied for admissions. The online funding form can be accessed at: <https://www.kcl.ac.uk/study/postgraduate/fees-and-funding/student-funding/postgraduate-research-funding/pgr-funding-form.aspx>

\* PLEASE NOTE: students who have **already applied for admissions**, and those who **previously applied but deferred entry to 2016/17**, will **NOT** be required to submit an admissions application again.

**PLEASE BE AWARE** that material from your admissions application will be extracted and used as part of the assessment/selection process, therefore it is our expectation that your admissions application will be complete with supporting references and transcripts by the application deadline of 29<sup>th</sup> February 2016. It is your responsibility to ensure that this information is provided in time.

### **Selection Process:**

Once the application deadline has passed, the Postgraduate & Graduate School Support (PGSS) office will gather and record the details of all the applications received. Further information and documentation will be extracted from the university's admissions records/student records, as necessary.

The PGSS office will check the eligibility of all applicants, and all applications that are deemed eligible will be circulated to faculties for assessment. Final decisions will be conducted by a central King's Graduate School selection panel.

Assessment of applications will be based on:

- i) Evidence and strength of academic qualifications gained and, where applicable, professional qualifications and/or relevant experience;
- ii) Strength of the research proposal;
- iii) Match of the applicant's interests with his/her potential supervisors.

### **Announcement of Results:**

All results will be announced via email in the first instance.

Candidates who are deemed ineligible by the PGSS office for the scholarship will be informed about their ineligibility within 3 weeks of the King's application deadline.

Final decisions will be made and all applicants informed by the end of May at the latest.

The candidate who is successfully offered the scholarship will be asked to provide a decision on acceptance/decline by a given deadline. If the successful candidate fails to respond by the given deadline or declines the offer, their award will automatically be transferred to a reserve candidate who is next in line for the award.

# King's India Scholarships 2016-17

## Eligibility Criteria

### Applicants MUST:

- Be due to commence an MPhil/PhD research degree programme at King's College London during the 2016/17 academic year in one of the eligible Faculties/departments (outlined below)
- Eligible Faculties/departments are: Dental Institute; Faculty of Life Sciences & Medicine; Florence Nightingale Faculty of Nursing & Midwifery; Institute of Psychiatry, Psychology & Neuroscience; India Institute; and the Faculty of Natural & Mathematical Sciences
- Be citizens and permanent residents of India at the time of application
- Have submitted all the required application materials by the funding deadline (as instructed in the 'Application Process' section below)

### Please note:

- Students who will pay tuition fees at the Home/EU rate are not eligible
- Existing research degree students are not eligible to apply
- These scholarships cannot be held on a part-time basis
- Students who will not be commencing an MPhil/PhD in one of the faculties/departments, as listed above, are not eligible
- Professional doctorate degrees are not eligible
- Distance learning programmes are not eligible
- Scholarships cannot commence prior to September/October 2016

## Application Process:

**Application Start: December 2015**

**Application Deadline: 16:00 GMT, 29 February 2016**

Applications will be invited from December 2015 and will close on 29 February 2016 at 16:00GMT sharp

Please follow the instructions below. Applicants who fail to apply as instructed below will not be eligible for consideration.

### INSTRUCTIONS: you MUST:

- 1) First, apply to King's College London for a research degree programme using the online admissions application (<https://apply.kcl.ac.uk/>)\*

AND

- 2) Submit an online international student PGR funding application form to the Graduate School by the funding deadline of 16:00 GMT, 29 February 2016. Note that this should only be done after you have applied for admissions. The online funding form can be accessed at:  
<https://www.kcl.ac.uk/study/postgraduate/fees-and-funding/student-funding/postgraduate-research-funding/pgr-funding-form.aspx>

\* **PLEASE NOTE:** students who have **already applied for admissions**, and those who **previously applied but deferred entry to 2016/17**, will **NOT** be required to submit an admissions application again.

**PLEASE BE AWARE** that material from your admissions application will be extracted and used as part of the assessment/selection process, therefore it is our expectation that your admissions application will be complete with supporting references and transcripts by the application deadline of 29<sup>th</sup> February 2016. It is your responsibility to ensure that this information is provided in time.

### **Selection Process:**

Once the application deadline has passed, the Postgraduate & Graduate School Support (PGSS) office will gather and record the details of all the applications received. Further information and documentation will be extracted from the university's admissions records/student records, as necessary.

The PGSS office will check the eligibility of all applicants, and all applications that are deemed eligible will be circulated to faculties for assessment. Final decisions will be conducted by a central King's Graduate School selection panel.

Assessment of applications will be based on:

- i) Evidence and strength of academic qualifications gained and, where applicable, professional qualifications and/or relevant experience;
- ii) Strength of the research proposal;
- iii) Match of the applicant's interests with his/her potential supervisors.

### **Announcement of Results:**

All results will be announced via email in the first instance.

Candidates who are deemed ineligible by the PGSS office for one of the scholarships will be informed about their ineligibility within 3 weeks of the King's application deadline.

Final decisions will be made and all applicants informed by the end of May at the latest.

Candidates who are successfully offered one of the scholarships will be asked to provide a decision on acceptance/decline by a given deadline. If a successful candidate fails to respond by the given deadline or declines the offer, their award will automatically be transferred to a reserve candidate who is next in line for the award.



# Brazil Institute Scholarship 2016-17

## Eligibility Criteria

### Applicants MUST:

- Be due to commence an MPhil/PhD research degree programme in the Brazil Institute at King's College London during the 2016/17 academic year
- Be citizens and permanent residents of Brazil at the time of application
- Have submitted all the required application materials by the funding deadline (as instructed in the 'Application Process' section below)

### Please note:

- Students who will pay tuition fees at the Home/EU rate are not eligible
- Existing research degree students are not eligible to apply
- The scholarship cannot be held on a part-time basis
- Students who will not be commencing an MPhil/PhD in the Brazil Institute are not eligible
- Professional doctorate degrees are not eligible
- Distance learning programmes are not eligible
- The scholarship cannot commence prior to September/October 2016

## Application Process:

**Application Start: December 2015**

**Application Deadline: 16:00 GMT, 29 February 2016**

Applications will be invited from December 2015 and will close on 29 February 2016 at 16:00 GMT sharp

Please follow the instructions below that apply to you.

Applicants who fail to apply as instructed below will not be eligible for consideration.

### INSTRUCTIONS: you MUST:

- 1) First, apply to King's College London for a research degree programme using the online admissions application (<https://apply.kcl.ac.uk/>)\*

AND

- 2) Submit an online international student PGR funding application form to the Graduate School by the funding deadline of 16:00 GMT, 29 February 2016. Note that this should only be done after you have applied for admissions. The online funding form can be accessed at:  
<https://www.kcl.ac.uk/study/postgraduate/fees-and-funding/student-funding/postgraduate-research-funding/pgr-funding-form.aspx>

\* **PLEASE NOTE:** students who have **already applied for admissions**, and those who **previously applied but deferred entry to 2016/17**, will **NOT** be required to submit an admissions application again.

**PLEASE BE AWARE** that material from your admissions application will be extracted and used as part of the assessment/selection process, therefore it is our expectation that your admissions application will be complete with supporting references and transcripts by the application deadline of 29<sup>th</sup> February 2016. It is your responsibility to ensure that this information is provided in time.

### **Selection Process:**

Once the application deadline has passed, the Postgraduate & Graduate School Support (PGSS) office will gather and record the details of all the applications received. Further information and documentation will be extracted from the university's admissions records/student records, as necessary.

The PGSS office will check the eligibility of all applicants, and all applications that are deemed eligible will be circulated to faculties for assessment. Final decisions will be conducted by a central King's Graduate School selection panel.

Assessment of applications will be based on:

- i) Evidence and strength of academic qualifications gained and, where applicable, professional qualifications and/or relevant experience;
- ii) Strength of the research proposal;
- iii) Match of the applicant's interests with his/her potential supervisors.

### **Announcement of Results:**

All results will be announced via email in the first instance.

Candidates who are deemed ineligible by the PGSS office for the scholarship will be informed about their ineligibility within 3 weeks of the King's application deadline.

Final decisions will be made and all applicants informed by the end of May at the latest.

The candidate who is successfully offered the scholarship will be asked to provide a decision on acceptance/decline by a given deadline. If the successful candidate fails to respond by the given deadline or declines the offer, their award will automatically be transferred to a reserve candidate who is next in line for the award.

# King's Accession Scholarship 2016-17

## Eligibility Criteria

### Applicants MUST:

- Be due to commence a full-time MPhil/PhD research degree programme at King's College London during the 2016/17 academic year
- Be citizens and permanent residents of Turkey at the time of application
- Have submitted all the required application materials by the funding deadline (as instructed in the 'Application Process' section below)

### Please note:

- Students who will pay tuition fees at the Home/EU rate are not eligible
- Existing research degree students are not eligible to apply
- The scholarship cannot be held on a part-time basis
- Professional doctorate degrees are not eligible
- Distance learning programmes are not eligible
- The scholarship cannot commence prior to September/October 2016

## Application Process:

**Application Start: December 2015**

**Application Deadline: 16:00 GMT, 29 February 2016**

Applications will be invited from December 2015 and will close on 29 February 2016 at 16:00 GMT sharp

Please follow the instructions below that apply to you.

Applicants who fail to apply as instructed below will not be eligible for consideration.

### INSTRUCTIONS: you MUST:

- 1) First, apply to King's College London for a research degree programme using the online admissions application (<https://apply.kcl.ac.uk/>)\*

AND

- 2) Submit an online international student PGR funding application form to the Graduate School by the funding deadline of 16:00 GMT, 29 February 2016. Note that this should only be done after you have applied for admissions. The online funding form can be accessed at: <https://www.kcl.ac.uk/study/postgraduate/fees-and-funding/student-funding/postgraduate-research-funding/pgr-funding-form.aspx>

\* PLEASE NOTE: students who have **already applied for admissions**, and those who **previously applied but deferred entry to 2016/17**, will **NOT** be required to submit an admissions application again.

**PLEASE BE AWARE** that material from your admissions application will be extracted and used as part of the assessment/selection process, therefore it is our expectation that your admissions application will be complete with supporting references and transcripts by the application deadline of 29<sup>th</sup> February 2016. It is your responsibility to ensure that this information is provided in time.

## **Selection Process:**

Once the application deadline has passed, the Postgraduate & Graduate School Support (PGSS) office will gather and record the details of all the applications received. Further information and documentation will be extracted from the university's admissions records/student records, as necessary.

The PGSS office will check the eligibility of all applicants, and all applications that are deemed eligible will be circulated to faculties for assessment. Final decisions will be conducted by a central King's Graduate School selection panel.

Assessment of applications will be based on:

- i) Evidence and strength of academic qualifications gained and, where applicable, professional qualifications and/or relevant experience;
- ii) Strength of the research proposal;
- iii) Match of the applicant's interests with his/her potential supervisors.

## **Announcement of Results:**

All results will be announced via email in the first instance.

Candidates who are deemed ineligible by the PGSS office for the scholarship will be informed about their ineligibility within 3 weeks of the King's application deadline.

Final decisions will be made and all applicants informed by the end of May at the latest.

The candidate who is successfully offered the scholarship will be asked to provide a decision on acceptance/decline by a given deadline. If the successful candidate fails to respond by the given deadline or declines the offer, their award will automatically be transferred to a reserve candidate who is next in line for the award.

# King's Canada Scholarship 2016-17

## Eligibility Criteria

### Applicants MUST:

- Be due to commence a full-time MPhil/PhD research degree programme at King's College London during the 2016/17 academic year in one of the eligible Faculties/departments (outlined below)
- Eligible faculties/departments are: Faculty of Arts & Humanities; Faculty of Life Sciences & Medicine; and Department of Geography
- Be citizens and permanent residents of Canada at the time of application
- Have submitted all the required application materials by the funding deadline (as instructed in the 'Application Process' section below)

### Please note:

- Students who will pay tuition fees at the Home/EU rate are not eligible
- Existing research degree students are not eligible to apply
- The scholarship cannot be held on a part-time basis
- Students who will not be commencing an MPhil/PhD in one of the faculties/departments, as listed above, are not eligible
- Professional doctorate degrees are not eligible
- Distance learning programmes are not eligible
- The scholarship cannot commence prior to September/October 2016

## Application Process:

**Application Start: December 2015**

**Application Deadline: 16:00 GMT, 29 February 2016**

Applications will be invited from December 2015 and will close on 29 February 2016 at 16:00 GMT sharp

Please follow the instructions below that apply to you.

Applicants who fail to apply as instructed below will not be eligible for consideration.

### INSTRUCTIONS: you MUST:

- 1) First, apply to King's College London for a research degree programme using the online admissions application (<https://apply.kcl.ac.uk/>)\*

AND

- 2) Submit an online international student PGR funding application form to the Graduate School by the funding deadline of 16:00 GMT, 29 February 2016. Note that this should only be done after you have applied for admissions. The online funding form can be accessed at: <https://www.kcl.ac.uk/study/postgraduate/fees-and-funding/student-funding/postgraduate-research-funding/pgr-funding-form.aspx>

\* PLEASE NOTE: students who have **already applied for admissions**, and those who **previously applied but deferred entry to 2016/17**, will **NOT** be required to submit an admissions application again.

**PLEASE BE AWARE** that material from your admissions application will be extracted and used as part of the assessment/selection process, therefore it is our expectation that your admissions application will be complete with supporting references and transcripts by the application deadline of 29<sup>th</sup> February 2016. It is your responsibility to ensure that this information is provided in time.

### **Selection Process:**

Once the application deadline has passed, the Postgraduate & Graduate School Support (PGSS) office will gather and record the details of all the applications received. Further information and documentation will be extracted from the university's admissions records/student records, as necessary.

The PGSS office will check the eligibility of all applicants, and all applications that are deemed eligible will be circulated to faculties for assessment. Final decisions will be conducted by a central King's Graduate School selection panel.

Assessment of applications will be based on:

- i) Evidence and strength of academic qualifications gained and, where applicable, professional qualifications and/or relevant experience;
- ii) Strength of the research proposal;
- iii) Match of the applicant's interests with his/her potential supervisors.

### **Announcement of Results:**

All results will be announced via email in the first instance.

Candidates who are deemed ineligible by the PGSS office for the scholarship will be informed about their ineligibility within 3 weeks of the King's application deadline.

Final decisions will be made and all applicants informed by the end of May at the latest.

The candidate who is successfully offered the scholarship will be asked to provide a decision on acceptance/decline by a given deadline. If the successful candidate fails to respond by the given deadline or declines the offer, their award will automatically be transferred to a reserve candidate who is next in line for the award.

# King's East Asia Scholarship 2016-17

## Eligibility Criteria

### Applicants MUST:

- Be due to commence a full-time MPhil/PhD research degree programme at King's College London during the 2016/17 academic year in one of the eligible faculties/departments (outlined below)
- Eligible faculties/divisions/departments are: Faculty of Arts & Humanities; Division of Pharmaceutical Sciences; Department of Geography; Department of Informatics; Department of Physics; Division of Imaging Sciences & Biomedical Engineering
- Be citizens and permanent residents of either South Korea, Japan, Thailand or Malaysia at the time of application
- Have submitted all the required application materials by the funding deadline (as instructed in the 'Application Process' section below)

### Please note:

- Students who will pay tuition fees at the Home/EU rate are not eligible
- Existing research degree students are not eligible to apply
- The scholarship cannot be held on a part-time basis
- Students who will not be commencing an MPhil/PhD in one of the faculties/departments, as listed above, are not eligible
- Professional doctorate degrees are not eligible
- Distance learning programmes are not eligible
- The scholarship cannot commence prior to September/October 2016

## Application Process:

**Application Start: December 2015**

**Application Deadline: 16:00 GMT, 29 February 2016**

Applications will be invited from December 2015 and will close on 29 February 2016 at 16:00 GMT sharp

Please follow the instructions below that apply to you. Applicants who fail to apply as instructed below will not be eligible for consideration.

### INSTRUCTIONS: you MUST:

- 1) First, apply to King's College London for a research degree programme using the online admissions application (<https://apply.kcl.ac.uk/>)\*

AND

- 2) Submit an online international student PGR funding application form to the Graduate School by the funding deadline of 16:00 GMT, 29 February 2016. Note that this should only be done after you have applied for admissions. The online funding form can be accessed at: <https://www.kcl.ac.uk/study/postgraduate/fees-and-funding/student-funding/postgraduate-research-funding/pgr-funding-form.aspx>

\* **PLEASE NOTE:** students who have **already applied for admissions**, and those who **previously applied but deferred entry to 2016/17**, will **NOT** be required to submit an admissions application again.

**PLEASE BE AWARE** that material from your admissions application will be extracted and used as part of the assessment/selection process, therefore it is our expectation that your admissions application will be complete with supporting references and transcripts by the application deadline of 29<sup>th</sup> February 2016. It is your responsibility to ensure that this information is provided in time.

### **Selection Process:**

Once the application deadline has passed, the Postgraduate & Graduate School Support (PGSS) office will gather and record the details of all the applications received. Further information and documentation will be extracted from the university's admissions records/student records, as necessary.

The PGSS office will check the eligibility of all applicants, and all applications that are deemed eligible will be circulated to faculties for assessment. Final decisions will be conducted by a central King's Graduate School selection panel.

Assessment of applications will be based on:

- i) Evidence and strength of academic qualifications gained and, where applicable, professional qualifications and/or relevant experience;
- ii) Strength of the research proposal;
- iii) Match of the applicant's interests with his/her potential supervisors.

### **Announcement of Results:**

All results will be announced via email in the first instance.

Candidates who are deemed ineligible by the PGSS office for the scholarship will be informed about their ineligibility within 3 weeks of the King's application deadline.

Final decisions will be made and all applicants informed by the end of May at the latest.

The candidate who is successfully offered the scholarship will be asked to provide a decision on acceptance/decline by a given deadline. If the successful candidate fails to respond by the given deadline or declines the offer, their award will automatically be transferred to a reserve candidate who is next in line for the award.



## CONDITIONS & REGULATIONS OF FUNDING

- Awards are offered on the condition that the candidate has met/will meet all the conditions required for acceptance by his/her chosen Faculty of study.
- Each award will be made on the assumption that there are adequate resources for the research project, and that the candidate's proposed course of study is acceptable to the department/division and Faculty/Institute/School in which they wish to study.
- New awards offered in 2016 are valid only to commence in the 2016/17 academic session; deferral of an award to a later academic session is not permitted.
- Awards granted for the 2016/17 academic session cannot be used retrospectively for whole or part of any earlier session.
- Awards cannot be transferred to another institution.
- An award-holder must be registered as a full-time student for the length of their research degree.
- Award-holders must comply with King's [regulations](#) to submit their thesis within the required time frame.
- If an award-holder wishes to make a change to: a) the research project, b) the supervisor, or c) department/division specified on their application form, he/she must first seek approval from the Postgraduate & Graduate School Support team. The award-holder would need to outline the changes proposed and provide confirmation of i) the department/supervisor's support of such changes, and ii) the tuition fees (if they are different from the amount attached to the original research project). Failure to inform the Postgraduate & Graduate School Support team of such a change may impact on the continuation of an award.
- If an award-holder needs to take time out from their studies due to illness, accident, fieldwork or for any other serious cause, they must report this as soon as possible to the relevant School Office/Academic/Record Centre to request an interruption of studies. The award-holder must also inform the Postgraduate & Graduate School Support team to request a temporary suspension of award funding. If the Postgraduate & Graduate School Support team is not informed and continues to pay for a student who is absent from their studies, a refund will be sought for overpayment, and it may also impact on the continuation of an award.
- If an award-holder: i) already holds another funding award from an organisation; or ii) is otherwise financially supported by another organisation; Or iii) is to secure another funding award later on during the course of their research degree programme, and the Graduate School considers the fund(s)/award(s), or other form of support, to be sufficient to cover maintenance and/or the programme tuition fees, the award-holder will not be permitted to hold these funds/awards concurrently. The rule to remember is that if two funds/awards cover the same amount e.g. both provide funds to cover full tuition fees, they cannot be held concurrently.
- Award-holders who receive funding from alternative source(s) will be required to disclose details of those funds to the Graduate School so that an assessment can be made regarding any potential overlap of funding.
- Applicants must be aware of all the additional financial commitments involved when attending their chosen course of study at King's. Awards are granted on the understanding that the award-holder will take responsibility for any additional expenses incurred for the duration of study.

- An award can be terminated at any time under the following circumstances:
  - If an unsatisfactory progress report on the award-holder is received from the student's supervisor/department
  - If an award-holder ceases to be a full-time research student
  - If an award-holder receives other overlapping funding
  - If an award-holder is awarded their degree before the funding end date

## CONFIRMATION OF AWARDS

- The initial offer email sent to successful students will include instructions on how to accept the award, and the deadline for doing so. If the student is unable to take up the award, he/she should provide a reason why (this information is used for statistical purposes only).
- Awards must only be accepted on the understanding that the student has read, understood and agrees to comply with the 'Conditions & Regulations of Funding' as set out in this booklet.
- Successful candidates who confirm acceptance of a scholarship will be sent an official award confirmation letter detailing the terms and conditions of the award and the exact value of the award granted.
- Where an offer-holder accepts an award but later decides that he/she is unable to take up the opportunity for whatever reason, we would like to ask that, as a matter of courtesy, the student informs the Postgraduate & Graduate School Support office, in good time, so that the opportunity could be passed on to another candidate where possible.

## PAYMENT OF AWARDS

- Where an award provides funds directly towards tuition fees, an internal transfer will be arranged by the Postgraduate & Graduate School Support team and no money will be paid to the award-holder.
- Where an award provides an annual student stipend, payments will be made on a monthly basis into a UK bank account.
- Where an award can be used to cover either tuition fees or living costs, the award-holder will have the option of receiving their award directly or it can be used to off-set a proportion of tuition fees (see above)

## RENEWAL OF AWARDS

- All research degree awards are granted for one year in the first instance but will be renewed for the remaining length of the scholarship, subject to the award-holder's satisfactory progress.
- Awards are renewed only if the award-holder adheres to the Conditions & Regulations of Funding (as outlined above).
- The maximum tenure of awards is 3 years (or 4 years in some instances; the actual length of the award will be confirmed at the point of offer), providing the award-holder is still engaged in the full-time postgraduate research programme at King's.
- Award-holders are not required to apply for renewal of their award; the Postgraduate & Graduate School Support team will contact the relevant Faculty Office/Academic Centre and/or supervisor(s) for a progress report. If renewal is recommended, the award will automatically be rolled over into the next academic year. If there are any queries over the renewal of an award then the award-holder will be notified.

## SUBMISSION OF THESIS

- Award-holders are required to follow the University regulations when it comes to the submission of their thesis and completion of their research degree, which requires students to submit their thesis within a maximum of 4 years (full-time equivalent) of initial registration.

## CONTACT DETAILS

### Postgraduate & Graduate School Support Team

**Eva Broer**, Head of Postgraduate and Graduate School Support

**Chan Sum**, Graduate School Administrator (Scholarships & Communication)

**Lucy Newman**, Graduate School Administrator (Scholarships & Quality Assurance)

**Ben Diette**, Graduate School Assistant

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Email [graduateschool@kcl.ac.uk](mailto:graduateschool@kcl.ac.uk)

### **Website**

Information, guidelines and application forms for Graduate School Funding (PGR) can be found on the Postgraduate Funding Database at the following website: <https://www.kcl.ac.uk/graduate/funding/database/>