

CAMBRIDGE PHILOSOPHICAL SOCIETY

RESEARCH STUDENTSHIPS

NOTES TO APPLICANTS

The following documents are attached:

- Information Sheet
- Application Form
- Applicant's Report Form
- Supervisor's Report Form
- Referee's Report Form

Please:

- *Print clearly using black ink*
- *Ensure that the attached report forms are completed by your supervisor and one other referee on the forms provided or submitted by email from them direct to philosoc@hermes.cam.ac.uk (to be no more than **one** sheet of A4)*
- *Note that all forms must arrive at the Society's office by the closing date for the application to be considered*
- *Ensure that you obtain the **original signature** of your head of department to the front sheet of the application form (electronic signatures or photocopies will not be acceptable)*
- *Give details of the funding body which has supported you during your three years' research*

CAMBRIDGE PHILOSOPHICAL SOCIETY

RESEARCH STUDENTSHIP FUND – INFORMATION SHEET

The Cambridge Philosophical Society has a fund for the award of studentships or grants for research in the natural sciences or any branch of technology or mathematics. The purpose of these awards is to provide for the continuation of an exceptionally promising piece of research beyond the usual standard of the PhD or alternatively to allow extra time for the completion of a PhD thesis which has been delayed by circumstances outside the applicant's control. Awards will be tenable for a period not exceeding three months. The level of demand for awards is such that it is unlikely that more than £750 (equivalent to one month's support) will be awarded other than in exceptional cases. The Society cannot make any contributions towards fees, travelling expenses, etc. Applicants who have previously received a Research Studentship award from the Cambridge Philosophical Society are not eligible to apply for further awards.

The Society will not expect to contribute to over-run expenses in cases where it should have been clear from the outset that the project would require more time than was covered by the duration of the main funding. Similarly, the Society will not ordinarily cover costs associated with delays arising from a planned move of a department or laboratory: these costs should be factored in by the relevant department during the planning process, and covered by them. The Society's Studentships are only meant to apply to cases of objective misfortune that could not have been predicted, or to fund extensions to promising research work beyond what was originally envisaged when the project was set up. ***It is the responsibility of applicants and their referees to provide the necessary assurance of compliance with this policy, otherwise the application will be rejected.***

Applicants for awards must be Fellows of the Philosophical Society of at least one year's standing at the closing date for applications. They must be Registered Graduate Students of the University, though in exceptional circumstances this latter condition may be waived. In making awards the Society will have regard to the specific piece of research proposed, to the proven ability of the applicant, and to the other sources of funds for which the applicant may be eligible. Applicants should describe the aims of their research and report on progress to date including a full explanation for any delays that have occurred.

The remit of the Philosophical Society is 'to promote research in all branches of science and to encourage the communication of the results of scientific research'. ***If there is any doubt whether your field of work qualifies under this rubric, for example if your departmental affiliation is not necessarily scientific (e.g. Geography, Education, Archaeology or the Judge Business School), your statement must demonstrate that your particular research project counts as "science" and you must ensure that your referees reinforce this.***

Each applicant should ensure that their application is supported by written statements from their supervisor and one other referee which should be sent **IN CONFIDENCE** to the Executive Secretary at the Society's office to arrive no later than the closing date. It is the responsibility of the applicant to ensure that all references are received by the closing date. Applications that are not fully supported by the closing date will not be considered.

Applications for awards must reach the Executive Secretary of the Society by **31 MARCH** or **30 SEPTEMBER**. Successful applicants will receive their award after application to the Treasurer of the Society and they will be required to furnish a report of the work carried out during the tenure of the award.

Application forms are available from the Executive Secretary, Cambridge Philosophical Society, 17 Mill Lane, Cambridge CB2 1RX (telephone 334743) or from the Society's website www.cambridgephilosophicalsociety.org.

Applicants should also seek other possible sources of funds, including their College and Department.

RESEARCH STUDENTSHIP APPLICATION FORM

Your Name:

Date of election (or date first annual membership paid – whichever is the earlier): dd/mm/yy
(Applicants must have been Fellows for at least one year)

Your College:

Your Department:

Address for correspondence (tick one box): College Department Email Address:

Name of Supervisor or Director of Research:

Date research/PhD started: dd/mm/yyy

Studentship is required for: _____ months from

Funding Body (details of the funding body that has supported you for last three years):

Names, correspondence address and email addresses of the two referees (whom you must ask to submit a written reference on your behalf):

1.

2.

Details of any other applications for grants that you have already made to cover the same period:

Reason for application (tick one box only and ensure that your supporting statement provides a full explanation):

(A) Promising piece of work	(B) Departmental/ equipment problems	(C) Other, please state

Signature of Applicant:

Date:

Signature of Head of Department:

Head of Department Full Name (please print clearly):

Please ask both your referees (one of whom should be applicant's supervisor and the second referee who should be an academic tutor or person of appropriate standing who knows the applicant in a professional capacity) to complete the attached report forms and return them IN CONFIDENCE to the Executive Secretary at the Society's office by **31 March** or **30 September**. Email references will be accepted from your Supervisor and second referee, provided their email addresses are included above. The original **signed copy** of this page of the **application form** must be submitted (electronic signatures or a photocopy will not be acceptable).

IT IS THE RESPONSIBILITY OF EACH APPLICANT TO ENSURE THAT ALL THE NECESSARY DOCUMENTS ARE SUBMITTED BEFORE THE CLOSING DATE.

RESEARCH STUDENTSHIP APPLICATION

Reference No
(for Society use)

Name of Applicant

In not more than 300 words, please describe the current state of your research, the reasons for requesting additional funding and the future timetable you propose. You should also give details of the Funding Body which has supported you so far and of possible sources of continuing support (including College and Department).

Signature of Applicant:

Date:

Name (please print clearly):

*Please return the completed application form with **original** signatures and your statement, **IN CONFIDENCE**, to The Executive Secretary, Cambridge Philosophical Society, 17 Mill Lane, Cambridge CB2 1RX **by 31 March or 30 September**. It will not be possible to consider applications where forms arrive at the Society's office after the closing date*

RESEARCH STUDENTSHIP APPLICATION

Reference No
(for Society use)

Name of Applicant

Please indicate when you expect the thesis to be completed and what other sources of finance may be available to the applicant. If the request is to allow completion of a particularly promising piece of work, please comment on the likely impact of this and on the status of the applicant as a research worker. If the project has been delayed, please describe and comment on the reasons for this, indicating in particular whether there has been any fault or dilatoriness on the part of the applicant.

Signature of Supervisor:

Date:

Name (please print clearly):

*Please return this completed reference, **IN CONFIDENCE**, to The Executive Secretary, Cambridge Philosophical Society, 17 Mill Lane, Cambridge CB2 1RX or by email to philosoc@hermes.cam.ac.uk **by 31 March or 30 September**. It will not be possible to consider applications where forms arrive at the Society's office after the closing date*

RESEARCH STUDENTSHIP APPLICATION

Reference No
(for Society use)

Name of Applicant

Please indicate if the request is to allow completion of a particularly promising piece of work, please comment on the likely impact of this and on the status of the applicant as a research worker. If the project has been delayed, please describe and comment on the reasons for this, indicating in particular whether there has been any fault or dilatoriness on the part of the applicant.

Signature of Referee:

Date:

Name (please print clearly):

*Please return this completed reference, **IN CONFIDENCE**, to The Executive Secretary, Cambridge Philosophical Society, 17 Mill Lane, Cambridge CB2 1RX or by email to philosoc@hermes.cam.ac.uk **by 31 March or 30 September**. It will not be possible to consider applications where forms arrive at the Society's office after the closing date*