

Guidance for Supervisors

For the attention of the Academic Referee:

You have been asked to provide a supporting reference for your supervisee as they are applying for financial assistance from one of the Hardship Award schemes administered by the Student Registry. Your reference will be forwarded to the student's Graduate Tutor who will then make a recommendation for hardship funding.

In order that the Student Registry to make the best use of the limited funding available for the Hardship Award schemes, they would be grateful if you could comment in particular on:

- the applicant's progress in his/her research to date *bearing in mind that one criterion common to all the Hardship Award schemes is a high level of aptitude for research*. Is the expected submission date realistic? Awards should not be recommended for students who are unlikely to complete.
- the accuracy of the information provided in the 'eligibility' section of the application
- the extent to which, in your opinion, the applicant's financial need was unforeseeable and his/her difficulties are due to reasons beyond their control
- if assistance is sought for a 10th or later term of research: whether the need for work to be extended beyond nine terms was *unforeseeable* or the unavailability of funding for the 10th term was *unforeseeable*. Please note that all students are advised, in their offer of admission, to ensure sufficient funds are available in the event of their PhD taking longer than 3 years.
- the applicant's ability to organise his/her work to best effect
- any financial contribution which has been, or may be, made by your Faculty/Department

	Deadline for submission of online application	Deadline for Supervisor comments	Deadline for graduate tutors comments	Awards announced by email
Michaelmas Term	30th September	10th October	20th October	November
Easter Term	30th March	10th April	20th April	May

Eligibility Criteria for the Hardship Awards

1) General Criteria

Applicants must:

- be registered on a full-time basis
- have completed at least 4 terms of research and be formally registered for a research degree
- have displayed a high aptitude for research
- be in demonstrable need of financial assistance, as a result of *unforeseen* changes in their financial circumstances. **Particular attention is paid by the Student Registry to this criterion.**

Please note that:

- Candidates for the M.Phil. Degree are **not** eligible to apply
- Candidates applying for 10th term funding must demonstrate either
(a) that the need for work to be extended beyond nine terms was *unforeseeable*
or
(b) that the unavailability of funding for the 10th term was *unforeseeable*.
- *Please note that all students are advised at the start of their course to ensure sufficient funds are available for more than 9 terms if required (see 'An Explanation of Your Offer and its Conditions')* Hardship Awards are not granted for the purposes of fieldwork or travel costs
- Hardship Awards are granted for the use of the applicant and not their family

2. Criteria specific to the Hardship Award Scheme concerned

A) Lundgren Research Awards 1

Eligibility is restricted to Graduate Students who:

- are ordinarily resident overseas (**including EU countries**)
- are pursuing research in a scientific subject (this includes Architecture, Biological Anthropology, Geography, Management Studies and Maths)
- are formally registered for the Ph.D. Degree

NB: preference may be given to applicants working in the Computer Laboratory or whose research has been interrupted by personal misfortune

B) Hardship Awards

Eligibility is restricted to Graduate Students who:

- are not eligible to seek support from the scheme above
- are formally registered for a research degree; that is, the Ph.D., M.Sc. or M.Litt. degree
- have relied, during their course of research, on a substantial part of the required fees and living expenses being met from their own funds or other private resources

¹ The full regulations relating to the Lundgren Research Award are in *Statutes and Ordinances of the University of Cambridge*.