**Covid-19 Research & Innovation Disruption Fund**

**Application Form**

# Postgraduate Researcher

If you are a postgraduate researcher who is:

1. due to complete your doctorate before 31st March 2021,
2. within six months from the end of your programme and/or funding, and
3. able to show how your research has been impacted by factors related to the Covid-19 pandemic,
4. and your supervisor supports your request,

you may extend your studies to ensure you can complete. Please complete this funding extension request form after discussing it with your supervisor, then send it to your Supervisor to add the supporting statement The form will then be emailed to ridisruptionfund@surrey.ac.uk

You do not need to make your application immediately if you are unsure about the impact on your ability to continue with your research. Please refer to the [FAQs](https://www.surrey.ac.uk/coronavirus/students/postgraduate-research-students) for further guidance on when to apply, and discuss with your supervisor before completing this form.

Acceptable criteria for extending funding include:

* Loss of access to essential resources/facilities, for example, labs, archives, fieldwork locations/participants
* Caring responsibilities for children home from nursery/school, elderly or vulnerable dependents
* Absence of a supervisor due to Covid-19 related disruption

Any PGR whose end-date lies between 1 March 2020 and 31 March 2021 can apply for a no-cost extension of registration.

Here, end-date means end of the funded period for funded students, end of programme for those on PhD programmes of fixed duration, or end of registration for self-funded students or those on Completing Status.

In addition, funded students who receive a stipend payment through the University of Surrey can apply for an extension of this funding to support their living costs.

**Please note that if you have a Tier 4 visa and you are granted an extension, you will also need to make an application to extend your visa and the University will support you to do this. See further advice on** [**here**](https://research.surrey.ac.uk/useful-documents) **under International postgraduate research students.**

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| --- | --- |
| **Name:** |  |
| **University Registration Number (URN):** |  |
| **Email address:** |  |
| **Department:** |  |
| **Mode of study:** | Full-time Part-time |
| **Doctorate start date (month and year):** |  |
| **Registration end date (month and year):** |  |
| **Period of Extension being requested (up to 6 months):** |  |
| **Please give full details of your reasons for requesting this extension attaching any documentary evidence that you may have.**  |
|  |
| **Please include discussion of how you have tried to mitigate research issues where appropriate (e g. lack of access to equipment, laboratories, sources, texts, data-bases, field-site).****Please write no more than 200 words** |
|  |
| **Supporting statement of Supervisor. Please write no more than 200 words.** |
|  |
| **Supervisor(s) name and email contact:**  |  |
| **Signature of Supervisor:**  |  |
| **Date application submitted:** |  |
| The Section below is to be completed by Research Finance. |
| **How is this doctorate funded normally?**Enter the % of total funding associated with each funding source |  | Fees (%) | Stipend (%) |
| Self-funded (i.e. you do not receive a stipend through the University) |  |  |
| UKRI Research Council(Specify which) |  |  |
| Doctoral College |  |  |
| Faculty |  |  |
| Industry |  |  |
| Other(Specify) |  |  |

**Guidance Notes**

There will be a wide variety of circumstances that you are experiencing at this time and the following are examples of the type of problems that might be impeding your research progress:

* You have been unable to access essential facilities or resources for your doctoral study, including university facilities, libraries, archives, partner organisations, access to human participants, or required placements (for practice-based students). In your application, you should explain:
	+ how you have tried to reduce your dependence on these resources or access them in an alternative way or format, and
	+ other ways in which you have tried to mitigate the problem
* You are unable to continue to study because of your caring responsibilities. Circumstances may include:
	+ children who are at home because nurseries or schools have closed and there is no alternative cover, or
	+ caring responsibilities for your partner or other family member.

The above list is not exhaustive and if there are other circumstances that you feel have impacted upon your ability to do your research at this time, please give details in your application.