

KING'S COLLEGE, CAMBRIDGE, CB2 1ST

APPLICATION FORM FOR A GRANT FROM THE GRADUATE STUDENT FUND

Applicants are reminded that they should explore all possible sources of funding, including their own department and grant awarding body.

Name: _____

E-mail: _____

Degree Subject: _____

Box no: _____

Name of Supervisor: _____

Year of Study: _____

Have you received money from College Funds in the past? _____

If so, how much and when? _____

PURPOSE OF GRANT (give as much detail as possible):

a) **Direct Research Expenses:** Give details (please use another sheet of paper if necessary) and take the completed form to your Supervisor asking them to write the letter of support on the Supervisor's form attached. Your application must be authorised before expenses are incurred, and your receipts, once available, should be enclosed with the itemised Receipt Form.

b) **Language Courses:** No application is required, and claims will be paid against University Language Centre receipts (up to £115). You must provide the College with a Certificate on successful completion, otherwise the grant will be repayable

c) **Preparation of Thesis for PhD students :** (up to £150, please give details and include receipts):

Name & address of printers where thesis was bound:

Date when thesis was bound:

TOTAL GRANT APPLIED FOR FROM KING'S:

GRANTS SOUGHT FROM OTHER SOURCES FOR THIS PURPOSE:

Sum awarded: £..... Signed:

Dr Tim Flack - Financial Tutor

Please note that if awarded, the grant will be paid directly into your bank account within two weeks of the Financial Tutor authorising the application/ payment. Please send the application, Supervisor's letter of support (if required), completed BACS form and all receipts (enclosed with itemized Receipt Form) when available to Maria Bossley, the Financial Tutor's Secretary, in F1, Tutorial Office.

To the Supervisor: Letter of Support for application for Direct Research Expenses

King's College is able to offer small grants to students for Direct Research Expenses which cannot be covered from any other source.

It would help the College in distributing these grants fairly and effectively if you could give brief comments below on the application and its relevance to the applicant's academic work.

Thank you for your help. Please return the completed form to my secretary Maria Bossley in the Tutorial Office at King's College (F1 in the Gibbs Building).

Dr Tim Flack
Financial Tutor

NAME (Please print):

Signature:.....**Date:**

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BACS Payment Details Form

Please print your details clearly.

Name of Account Holder

Sort Code

Account Number

Bank Name & Branch

E-mail

Optional Notes etc

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ITEMISED RECEIPT FORM

Please enclose (not stapled) itemised receipts with this form and return to Maria Bossley, the Financial Tutor's Secretary in F1, Tutorial office.

Name (print).....

Amount awarded by the College: £.....

Number of receipt	Date on receipt	Description of receipt	Amount (£)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTAL			£

Signature.....

Date