

**Request for extended funding due to the impact of Covid-19 (for students in their final, funded year with a funding end date from 1st April 2021)**

**IMPORTANT, PLEASE READ CAREFULLY:**

Please complete and return this form to swdtp-enquiries@bristol.ac.uk **together with any supporting evidence.** Forms of evidence will depend upon the impact. For example, a doctor’s note could be used for a medical issue; confirmation from a data provider if you were not able to access secure data at home. If your circumstances are difficult to evidence from an external source (e.g. if you have caring responsibilities due to the closure of schools) then please ask your supervisor to confirm this in their supporting statement. **Please ensure Parts A, B and C are completed, dated, and signed.**

In exceptional circumstances, you may not wish to discuss your case with your supervisor or Director of Studies. In these circumstances, please contact the following professional service member of staff at your institution you will advise you further.

Bath: Ana Bullock - aprb20@bath.ac.uk
Bristol: James Camp – swdtp-bristol@bristol.ac.uk
Exeter: Anna Dolman - A.E.Dolman@exeter.ac.uk
Plymouth: Julia Crocker - researchskills@plymouth.ac.uk
UWE: Vicky Nash: - Victoria.Nash@uwe.ac.uk

We aim to provide you with a decision regarding your extension application within 3 weeks of receipt. If your studentship is match funded by your home institution, this may take slightly longer.

*(Part A) Your details and length of extension requested*

Your name:

Your home institution (University):

Contact e-mail:

\*Current funding end date\*:

\*To be eligible you must be in your final year of funding and must not have already submitted your thesis. If you have received an extension for long term absence during your studies, it is the revised end date that is used.

**Length of extension requested\*:**

**\* The maximum period is 6 months. Please discuss and agree with your supervisor the length of period that is appropriate and proportional to the impact that Covid-19 is having upon your work, also giving consideration to whether a shorter period and earlier submission may be better for you.**

*(Part B) Please provide below a brief explanation for why an extension to funding is requested, detailing the impact that Covid-19 has had or is having upon your studies. You should aim to demonstrate that the length of extension requested is equal to the length of time lost due to Covid-19 and that this cannot be caught-up without an extension.*

Your signature: Date signed:

**For GDPR purposes, we need your consent to share your extension request with the Institutional Coordinators (listed above) at your institution. If you have any concerns about this, please contact us. Otherwise, please confirm below:**

I give consent for this form to be shared with the others in my institution as required for the purpose of processing any extension awarded: YES / NO (please delete as applicable)

*(Part C) Brief supporting statement from your supervisor/Director of Studies:*

Your signature: Date signed:

OFFICE USE ONLY: Match-funded Y/N