



2024/25

Student Handbook

This handbook is valid from 1st October 2024 and supersedes all previous versions



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This handbook aims to provide a general introduction to the South West Doctoral Training Partnership (SWDTP).

It should be used in conjunction with your own institutional programme handbook and the ESRC Postgraduate Funding Guide available at: [ESRC postgraduate funding guide – UKRI](#).

IMPORTANT NOTE: The ESRC postgraduate funding guide contains a lot of important and useful information and should be used as a first point of reference, including on maternity / paternity leave, sickness policy, suspensions, employment / teaching whilst studying and holidays.

INTERNATIONAL STUDENTS: The conditions of your visa override ESRC terms and conditions, please ensure that you are familiar with visa expectations.

For detailed information on your specific course, please also refer to your department handbook and/or websites.



Welcome to the SWDTP

Our strategic partnership began with the SWDTC under the leadership of the Universities of Bath, Bristol and Exeter. The University of Plymouth and the University of the West of England (UWE Bristol) joined the partnership in 2017 and Bath Spa University, Bournemouth University and Plymouth Marjon joined in 2024, bringing together social science academic leaders across our 18 disciplinary and interdisciplinary pathways. The Partnership benefits from the leadership and research knowledge available from all eight institutions, which includes the sharing of resources, training, and other opportunities.

The eight institutions have a strong track record in advancing knowledge through high quality research and teaching, and in working in partnership with business, public sector, and civic society organisations.

The SWDTP, which is primarily funded by the [Economic and Social Research Council \(ESRC\)](#), was developed to improve postgraduate training, through sharing innovation and best practice across disciplinary and interdisciplinary fields. It is also committed to building on the collaborative potential that is central to social sciences research and practice. The SWDTP is allocated 34 studentships annually. SWDTP policy and procedures are governed and stipulated by ESRC guidelines. You can read more about these at: [Developing people and skills – ESRC – UKRI](#)

SWDTP Governance Structure

The SWDTP has a **Management Board**, which has overall strategic responsibility for the DTP and meets quarterly. Full membership of the Board can be found at: [SWDTP Management Board | SWDTP](#)

The SWDTP also has an **Academic Advisory Board (AAB)**, which manages the partnership between the five institutions, as well as the development and implementation of academic programmes. Student representatives attend the AAB, which meets five times per year. Membership of the AAB can be found at: [Academic Advisory Board | SWDTP](#)

Key Contacts

The SWDTP hub team will be happy to help you and answer any questions you might have regarding funding and allowances, placements, collaboration opportunities, and SWDTP events and advanced training.

The SWDTP team are:

Professor Richard Harris– Director – Rich.Harris@bristol.ac.uk

Professor Angeline Barrett – Deputy Director – Angeline.Barrett@bristol.ac.uk

Sonja Foster – Manager – Sonja.Foster@bristol.ac.uk

Joanna Williams – Coordinator – Joanna.Williams@bristol.ac.uk

Jackson Paterson – Collaboration Facilitator, student facing – Jackson.Paterson@bristol.ac.uk

Jonathan Chow – Collaboration Facilitator, academic facing – Jonathan.Chow@bristol.ac.uk

Brendan Walsh - Administrative Assistant - Brendan.Walsh@bristol.ac.uk

The SWDTP also has a number of student representatives. The reps are recruited from an open call for volunteers. The reps attend Academic Advisory Board (AAB) meetings so please inform them if you have



any issues you would like raised. The reps for 2024/25 can be found on the SWDTP website at [Student Reps | Our Students | SWDTP](#)

We will always do our very best to help you with any questions you might have about the SWDTP, but please note for academic or pastoral issues, you should liaise with your supervisor in the first instance.

Grant Reference Number

If you are originally an SWDTC student (commencing prior to 2017), please note that this grant is now closed. For information the training grant number was ES/J50015X/1.

For SWDTP students commencing from 2017 to 2023, the ESRC grant reference is ES/P000630/1.

For SWDTP students commencing from 2024, the ESRC grant reference is ES/Y001575/1.

Studentship Fees and Stipend (2024/25)

All studentships registered at an ESRC Doctoral Training Partnership (DTP) from October 2024 will be eligible to receive the following:

Studentship Award

- Standard maintenance: £19,237
- Research Training Support Grant (RTSG): Further information in the next section of this handbook
- Overseas fieldwork**

The ESRC will cover fees to the value of the standard home fee of £4,786 per annum. Note: Fees and stipend levels are set by UKRI. Stipend payments to you are managed by your home institution, please contact your institutional postgraduate funding office if you have any queries.

**Overseas fieldwork funding is only available for agreed specified periods of overseas fieldwork. The cost of overseas fieldwork is based on a notional amount of £450 per student, per PhD funded year. Monies are pooled and the actual allocation of funds towards fieldwork is at the DTP's discretion. You can find the Overseas Fieldwork Application Form on the SWDTP website at 'Funding for Current Students' [Allowances and Funding | SWDTP](#)

Other Funding Issues: Sickness, Maternity and Paternity Leave, Change of mode of attendance, employment including teaching

If you require further information about maternity, paternity or sickness leave, or any other change of status, that may have implications for your award, please refer to the ESRC Postgraduate Funding Guide [ESRC postgraduate funding guide – UKRI](#) and the UKRI Standard Terms and Conditions of training grant [Terms and conditions for training funding – UKRI](#)

Note: if you are a full-time student, payments will be made at the full-time stipend rate and if you are a part-time student, at your usual part-time rate. Part time students must be registered to study at a minimum of 50%.

ESRC allows **one** change of mode of attendance during the funded period i.e. full-time to part-time or vice-versa. There may be exceptional circumstances, such as a change in domestic arrangements, where a student may need to revert back to the original mode. This is by agreement of the ESRC and a case needs to be made via the hub.



Students may undertake teaching or demonstrating work when this is compatible with their studentship and provided that this is approved by their Supervisors. The total time spent (including preparation and marking) should not interfere with the progress of the doctorate. The amount of time is at your and the Supervisor's discretion, but it is recommended that this is no more than six hours in any week. Further details are available in the [ESRC postgraduate funding guide – UKRI](#) (pg 34/35) and the UKRI Terms and Conditions [Terms and conditions for training funding – UKRI](#)

Paid medical leave of 13 weeks available in a 12 month rolling period (not pro rata for PT). If illness lasts more than 13 weeks, the studentship must be suspended for the period beyond the 13 weeks.

Phased returns are permissible with a sick note up to a maximum of 4 weeks

[Terms and conditions for training funding – UKRI](#) (see Guidance document pg 16). Retrospective requests are not permitted.

Students are allowed up to 12 months of unpaid suspension time over the lifetime of the funded period. Requests must be made in advance, retrospective requests will not be permitted.

Disabled Students' Allowance

If you have a disability which means that you incur additional expenditure in connection with your studies, then you may be eligible for an allowance. The allowance can cover costs such as daily expenses and equipment (photocopying and consumables to be claimed through your RTSG), and for non-medical helpers such as support workers, specialist tutors, library assistance and note-takers. The amount of each allowance is not fixed and is determined according to the individual needs of each student. Please discuss your additional support needs with your home institution in the first instance and let the Disability Officer know that you are ESRC funded. Please note, if a laptop is purchased through DSA, you are expected to pay a £200 contribution. For students commencing 2017-2023, the ESRC grant reference is ES/P000630/1. For students commencing 2024, the ESRC grant reference is ES/Y001575/1.

Bath: [Disability Service \(bath.ac.uk\)](https://www.bath.ac.uk/disability-service/)

Bristol: [Disability support | Current students | University of Bristol](#)

Exeter: [Advice and support | Student Wellbeing | University of Exeter](#)

Plymouth: [Disability Services - University of Plymouth](#)

UWE: [Get help if you are disabled - Health and wellbeing | UWE Bristol](#)

Bath Spa: [Disability – Bath Spa University](#)

Bournemouth: [Disability & Additional Learning Support \(ALS\) | Bournemouth University](#)

Plymouth Marjon: [Disability & Inclusion Advice Service | Plymouth Marjon University](#)

Guidance on the Use of the Research Training Support Grant (RTSG)

What is it?

The ESRC provides funding via the SWDTP for award-holders to receive a Research Training Support Grant (RTSG). This allowance is to pay for research-related expenses identified by the student, supervisor, or department [ESRC postgraduate funding guide – UKRI](#) (pg 18/19)



What costs does it cover?

There is some flexibility in how the grants can be used. Examples of acceptable costs include:

- UK fieldwork expenses
- Additional overseas fieldwork expenses (where there is a need to supplement the funding awarded for overseas fieldwork)
- UK and overseas conferences and summer schools
- Language training courses, usually undertaken in the UK prior to an overseas fieldwork trip
- Reimbursement of interpreters, guides, assistants, transcription
- Survey costs (e.g. printing, telephone calls). If you wish to recruit participants through survey companies such as Prolific, you **must** speak to your home institution with regards to local processes prior to doing this.
- Small equipment purchases, e.g. cameras, tape recorders, films
- Specialist software purchase
- Gifts for local informants / vouchers for participants (Note: cash cannot be given)
- Books and other reading material not available through libraries (Note: RTSG funds are limited, and you are therefore strongly encouraged to check local and inter-library loan options prior to book purchase)
- Interdisciplinary students may claim the cost of travelling to a supervisory meeting held away from their home institution and / or attending a teaching session for an optional MRes unit

What costs are not covered?

Significant costs for equipment or laptops will not normally be considered as part of your RTSG, nor will costs for professional memberships to organisations/associations. Also, note that any technology purchased will remain the property of the Institution/Department and must be returned when you leave. Costs for transcription services are **not** covered by RTSG top up.

The RTSG Top Up can be awarded and used for some training that is specifically needed for your project, however, please note that the fund is limited and therefore large scale, accredited training courses both here and overseas cannot be supported as the cost is too high. If in doubt, please check with the SWDTP Coordinator before incurring any costs. You can only apply for RTSG top up once during the lifetime of your studentship.

How much is my RTSG allowance?

There is a pool of RTSG across the institutions against which students can claim. Please contact your home institution for further details.

Your local institution will provide you with a budget code, see below for local details on how to claim. RTSG is available to you for the entirety of your funded period. **You are strongly encouraged to keep your own expenditure records and a tracking template to assist, can be downloaded from the SWDTP website [Allowances and Funding | SWDTP](#)**

There is an RTSG top up fund which may be accessed towards the end of your funded period but please note that this is a **one-off** top up opportunity and therefore you are expected to carefully plan and manage your project activities.

NOTES:

1. Part-time students can access RTSG pro-rata across the lifetime of the funded period and will be detailed in the offer letter from their award-holding institution.
2. Students who move from a full-time to a part-time studentship can access their RTSG pro-rata.
3. RTSG funds **cannot** be used for conferences or any other activities that take place after the end of your funded period, even if, for example, a conference is booked during the funded period.



The RTSG is only available to you during the funded part of your study i.e. you cannot access any unused element once your maintenance has ended. Any remaining funds remain in the SWDTP RTSG funding pot and will be used by future students or reclaimed by the ESRC.

For further RTSG guidance specific to each institution including contact details, please refer to the Research Training Support Grant (RTSG) guidance notes: <https://www.swdtp.ac.uk/funding-for-current-students/>

NOTE: RTSG must be claimed retrospectively. Monies cannot be reimbursed before travel / an event / a purchase has taken place.

Other Funding Forms

Under certain circumstances, and if relevant or necessary for research, you may be eligible for extra support to, for example, learn a difficult language (if indicated on your original studentship application) or to take an institutional visit abroad. All such applications will be considered by the SWDTP Coordinator and where appropriate, SWDTP Manager. You will need to fill out an application form and have the support of your supervisor. More information can be found on the SWDTP website at 'Funding for Current Students' [Allowances and Funding | SWDTP](#) Please ensure that you download / refer to the latest guidance notes and forms on the website prior to making an application.

SWDTP Student Facilities

Each participating SWDTP institution (Bath, Bristol, Exeter, Plymouth, UWE, Bath Spa, Bournemouth and Plymouth Marjon) provide facilities for PGRs. In addition, there is a dedicated SWDTP building at 1 Priory Rd, Bristol, available with hot desks and basic kitchen facilities for all students to use. Students can also make use of the two meeting rooms at the SWDTP office for reading groups, seminars etc. The rooms can be booked via swdtp-enquiries@bristol.ac.uk. Both rooms hold around 20 people.

The building is open at 8am until 6pm Monday to Fridays (excluding bank holidays). It is **not** a 24-hour access building and entry is via a Bristol U-card. All users of the building must undergo a fire safety induction, and please note that bicycles are not permitted in the building but can be locked in the cycle racks outside.

University of Bath

Doctoral office space should be available in your academic department. The university also provides a range of study space on campus and in the city for students to book, some of which is restricted to postgraduate (masters and doctoral) or doctoral-only. You can find out more information about the bookable study spaces available at [Where you can study on campus and in the city \(bath.ac.uk\)](#)

University of Exeter

The University of Exeter has postgraduate areas in many departments for study and meetings on the Streatham Campus. Contact your PGR Support team to access these. Bookable spaces are also available through the Library [Library | Library | University of Exeter](#).

At St Luke's there is a modern common room, accessible 24-hours a day, and 7 days a week, which has a kitchen, vending machine and quiet study area.

For more information, please see [Study Spaces | | University of Exeter](#)

Postgraduates also have access to the recently refurbished library, which has 24-hour access and Wi-Fi availability throughout.



University of Plymouth

All PGR students resident at a campus of the University of Plymouth will be provided with a work-space; access to appropriate facilities to conduct their research; access to printing and photocopying; and library access.

The Charles Seale-Hayne Library is open 24/7 and provides access to approximately 350,000 books and multimedia items, 14,000 current journal subscriptions, and a variety of different study environments, including dedicated post-graduate study rooms on Level 3.

In one central location there are the resources you need to carry out research (primo library search, books, journals, electronic resources), to present your work (computers, printers, photocopiers, loan equipment, shop) and experienced, friendly staff to help you.

Our students are invited to enjoy our sustainable, locally sourced fresh food and drink. We have a range of locations across campus all serving different dishes so there's plenty of choice for everyone.

UWE

Full time postgraduate research students are given are provided with either hot-desking or dedicated desk space. These office spaces are provided by Schools and Colleges. There are also spaces and facilities across UWE Bristol campus, including computer labs and learning zones. You can either book or just turn up and use them. The library at Frenchay is open 24 hours a day, 365 days of the year.

Bath Spa

Dedicated space for Postgraduate Research students can be found at our Corsham Court campus, which has quite study spaces, access to a computer lab and photocopying and self-catering facilities.

The University Library (open 8am-10pm every day) is located on our Newton Park campus, at which facilities include open-access, technology-enabled study space; social learning space; bookable group working rooms; catering outlets and the Student Union shop and gym.

Bournemouth

All PGR students at Bournemouth University will be provided with a work-space within their specific Faculty; access to appropriate research facilities; access to printing and photocopying; and 24/7 [library](#) access. PGR students also have access to all [student services](#) on campus.

Plymouth Marjon

All PGR students have access to the PGR Hub, which is for the sole use of full and part-time PGR students. This includes a quiet space with hotdesking and PC access, a social space which can be used by students and supervisors for informal meetings, a kitchen area and lockers. The PGR Hub is located adjacent to the library in a central position on campus. The library is open 24 hours a day and includes PGR access to 100 inter-library loans, Studiosity and SCONUL access to other participating libraries.

Site Access

For visiting and accessibility issues for each university, please see the following links:

Bath: [Travel advice \(bath.ac.uk\)](#)

Bristol: [Maps and travel information | Maps and travel information | University of Bristol](#)

Exeter: [Maps and directions | Campuses and visitors | University of Exeter](#)

Plymouth: [Visit us - University of Plymouth](#)

UWE: [Getting to and from UWE Bristol campuses - Campus and facilities | UWE Bristol](#)



- Bath Spa:** [Find us – Bath Spa University](#)
- Bournemouth:** [Getting here | Bournemouth University](#)
- Plymouth Marjon:** [Visit | Plymouth Marjon University](#)

Library Access

The libraries at partner institutions all have informative web pages, containing information about opening times, dedicated PG areas (where relevant) and helpful contacts. Please see:

- Bath:** [Home - The Library - Library at University of Bath](#)
- Bristol :** [Library | Library | University of Bristol](#)
- Exeter:** [Library | Library | University of Exeter](#)
- Plymouth:** [Library services - University of Plymouth](#)
- UWE:** [Library - Study | UWE Bristol](#)
- Bath Spa:** [Library – Bath Spa University](#)
- Bournemouth:** [Library | Bournemouth University](#)
- Plymouth Marjon:** [Library | Plymouth Marjon University](#)

The Society of College, National and University Libraries (SCONUL), operates various reciprocal access schemes between many higher education libraries of the UK and Ireland. All partner universities are members of this scheme. This scheme allows postgraduate students to borrow material from other SCONUL access member libraries. Students must first register with SCONUL by applying online, and be authorised by their home institution. Both home ID card and SCONUL Access authorisation must be presented on each visit.

Student Wellbeing and Counselling Services

Each institution offers information and support to student wellbeing. Please follow the links below for your home institution

- Bath:** [Support for doctoral students \(bath.ac.uk\)](#)
[Wellbeing Service \(bath.ac.uk\)](#)
- Bristol:** [Health and wellbeing | Current students | University of Bristol](#)
- Exeter:** [Health and Wellbeing | | University of Exeter](#)
- Plymouth:** [Student Wellbeing Services - University of Plymouth](#)
- UWE:** [Wellbeing Service - Get wellbeing support | UWE Bristol](#)
- Bath Spa:** [Student Wellbeing Services – Bath Spa University](#)
- Bournemouth:** [Student Wellbeing service | Bournemouth University](#)



Plymouth Marjon: [Health & wellbeing | Plymouth Marjon University](#)

The University of Bath runs a [Researcher Wellbeing Group](#) that aims to offer a safe space for PhD and early career researchers to discuss the tolls that researching a sensitive topic can take. Anyone is welcome to join regardless of area of research, department, university or country of study.

Mature Students and Students who are Parents and Carers

Each institution offers information and support for mature students and students who are parents and carers. Please follow the links below for your institution.

Bath: [Equality, diversity and your career: mature students \(bath.ac.uk\)](#)
[Students with caring responsibilities \(bath.ac.uk\)](#)
[Student Parents \(bath.ac.uk\)](#)

Bristol: [Mature students | Study at Bristol | University of Bristol](#)
[Students who are parents and carers | Study at Bristol | University of Bristol](#)

Exeter: [Mature students | Widening participation student support | University of Exeter](#)
[Students with families | New Students Guide | University of Exeter](#)
[Mature Students Society \(exeterguild.com\)](#)

Plymouth: [Freshlings Nursery - University of Plymouth](#)
[Support for mature students - University of Plymouth](#)

UWE: [Support for carers, care leavers and estranged students - Health and wellbeing | UWE Bristol](#)

Bath Spa: [Mature students \(bathspa.ac.uk\)](#)

Bournemouth: [Information for parents and carers | Bournemouth University](#)

Plymouth Marjon: [Diversity - Plymouth Marjon University](#)

The SWDTP has a student-led Parents and Carers Network. The network meets a couple of times a year, but has a WhatsApp group for informal/ ad-hoc meet ups:
<https://chat.whatsapp.com/LA6D8dSKzDCEu7IEPTpVUF>

International Students

The conditions of your visa override ESRC terms and conditions, please ensure that you are familiar with visa expectations.

Your home institution provides support to international students, links and contacts are below. Do not hesitate to contact a member of the hub team if you have a query and we will do our best to assist.

Bath: [Studying at Bath as an international student](#)

Bristol: [International students | International students | University of Bristol](#)

Exeter: [International students | International students | University of Exeter](#)



Plymouth:	International student welcome – University of Plymouth
UWE:	International student support – International study UWE Bristol
Bath Spa:	International – Bath Spa University
Bournemouth:	International students Bournemouth University
Plymouth Marjon:	International students Plymouth Marjon University

Communications with Students

As well as visiting the Bristol offices, SWDTP students can keep in touch via the following means:

- The SWDTP website (www.swdtp.ac.uk) has information on events, workshops, training and current news
- Follow us on X (formerly Twitter) [@_SWDTP](#)
- Our monthly e-newsletter - [Sign-up Link](#)

We will use the university e-mail address given to you at registration as our primary means of contact. This email address will be added to our All-Students mailing list.

SWDTP Student Conference

The SWDTP Student Conference is an annual event organised by students for students. Open to all postgraduate students at partner institutions, the event is an ideal opportunity to present your work to peers, to network and to socialise in a supportive environment. The conference is particularly suited to early-stage PhD students who may not have attended or presented at a conference before.

The 2024 annual student conference will take place on 26th November at Future Inns, Bristol. You can find out more about our previous conferences on the SWDTP website at [Past SWDTP Annual Student Conferences | SWDTP](#)

Research and Skills Training

A number of students will have to complete an MRes, an integrated Masters programme which precedes the PhD.

The SWDTP also organises several training and advanced training sessions for our students. The latest events can be found on the SWDTP website at <https://www.swdtp.ac.uk/training-and-development/>

SWDTP students have access to ESRC training and workshops, and advanced training, as well as training through the Doctoral Colleges at partner institutions. Please see below for relevant external providers.

Development Needs Analysis

Students commencing studies from October 2024 onwards, must engage with the Development Needs Analysis (DNA) process to identify and support ongoing training and development needs. This involves completing a DNA log provided to you by the SWDTP hub. Studentship funding is conditional on engagement with this important process. Further information will be provided at the commencement of your studentship, and can also be found on the Training and Development page of our website.



<https://www.swdtp.ac.uk/training-and-development/>

Advanced Training and National Centre for Research Methods (NCRM)

NCRM training ranges from master classes in advanced quantitative and qualitative research skills, special lectures, seminars, and master classes involving keynote guest speakers from institutions worldwide.

All ESRC DTPs advertise advanced training offerings on the NCRM website. SWDTP PGR students are encouraged to participate in activities run by the wider social science community and should regularly visit the NCRM website to see what offerings are available. More information can be found at [ESRC National Centre for Research Methods \(ncrm.ac.uk\)](https://ncrm.ac.uk)

Skills Training

University of Bath

The Doctoral College provides a focal point for professional skills development to equip doctoral researchers for success in their research and chosen career path: [Professional development for doctoral students \(bath.ac.uk\)](https://bath.ac.uk/professional-development-for-doctoral-students)

Through [MyDoctoralDevelopment](https://bath.ac.uk/mydoctoraldevelopment) doctoral researchers can access a wide range of training opportunities, online learning resources and get access to a variety of development opportunities throughout the year. We hope that these will help you to get the most out of your doctoral study and to enhance your future career prospects. Many of these skills are transferable and will enhance your employability both within and outside academia. We align our activities to the Researcher Development Framework (RDF) supporting your learning in the following key areas:

- Knowledge and intellectual abilities
- Personal effectiveness
- Research governance and organisation
- Engagement, influence, and impact

You may find it helpful to watch our [Introductory Video](#) to help you navigate around MyDoctoralDevelopment.

University of Bristol

The Bristol Doctoral College (BDC) is dedicated to supporting the personal and professional development of all postgraduate research students, providing a hub of information and resources to help you get the most out of your time at Bristol.

The BDC organises university-wide events such as the Festival of Postgraduate Research and the Three Minute Thesis Competition specifically designed for researchers to develop communication skills, raise awareness of their work, and meet other researchers from across the University.

Alongside the specialist training you will receive in your own faculty, the BDC oversees the University's central Personal and Professional Development (PPD) programme for postgraduate research students. This includes over 160 interactive workshops, seminars and resources covering everything from 'Planning and Managing your PhD' and 'Writing quality papers' to 'Mindfulness workshops' and 'Developing a social media strategy'.

The full central PPD programme is available on the BDC website: [Bristol Doctoral College | Bristol Doctoral College | University of Bristol](https://bristol.ac.uk/doctoral-college)



Every postgraduate research student has at least one annual progress monitoring (APM) review a year. This gives you the chance to reflect on your progress and confirm your plans for your next year of postgraduate study. You can find out more here: [Annual progress monitoring | Current students | University of Bristol](#)

University of Exeter

The Researcher Development Programme at the University of Exeter is for Doctoral and Early Career researchers, to enhance the professional skills associated with undertaking higher level research projects. The programme is aimed at assisting students to complete their research project on time, and to progress in their chosen career. The Research Development Team can help you through workshops, courses, careers guidance and funding to help you design your own development programmes.

For more information please visit: [Researcher development | University of Exeter](#)

University of Plymouth

The Researcher Development Programme at the University of Plymouth supports postgraduate research students and research staff. The programme offers research specific skills training as well as supporting researchers continuing into diverse careers. Sessions are complimented by diverse and experienced facilitators and involve participants from a mix of disciplines. Sessions are delivered both in class and via webinars.

For more information please visit: [Researcher development programme - University of Plymouth](#) Follow us on Twitter [@ResearchSkills1](#)

UWE

At UWE Bristol we are committed to supporting the development of postgraduate researchers throughout their research degree programmes, from admission through to final examination. The nature of undertaking a higher degree by research has changed in recent years; there is now greater emphasis on the development of personal and professional skills as part of a research degree as well as the production of a thesis.

In recognition of the broader range of skills and abilities that need to be developed, UWE postgraduate researchers gain a minimum of 60 credits related to professional and personal development. The Doctoral Academy provides skills development workshops that, together with discipline-specific modules students may choose in Colleges, are designed to ensure that all areas of the Researcher Development Framework (RDF), published by Vitae, are addressed. The skills development programme is available across the whole University with the focus on the transferable and/or generic elements to support the subject specific provision within Colleges.

[Skills development - Postgraduate research study | UWE Bristol](#)

Bath Spa

The Researcher Development Programme at Bath Spa is informed by the work of [Vitae](#) and its [Researcher Development Framework](#) (RDF) and provides training, workshops, development opportunities, resources and events to suit the individual needs of the researchers within our community at Bath Spa University.

The programme offers a diverse array of sessions – from publishing, public engagement, resilience, research bidding, impact, communication, project and time management, supervision, or developing yourself or your research. These workshops are led by external specialists and internal practitioners and take place across the university campuses.

Alongside the central programme, we also offer a wide range of opportunities for development including ESR mentoring schemes, the Journeys in Research Series (in which ESR and PhD researchers lead funded events for their colleagues), and MA modules in Research Supervision and Researcher Development. Opportunities are also available for students to gain experience as Research Assistants on our seed funded research projects scheme, working alongside academic staff on their research.



[Training and Development – Bath Spa University](#)

Bournemouth

The [Doctoral College](#) Researcher Development Programme (RDP) is designed to support PGRs' independent learning and progress, offering the flexibility to enhance research skills and professional development. With the support of their supervisory team, PGRs should identify and document their strengths and training needs and review their development regularly. A training needs analysis template can be found on the Doctoral College [Brightspace](#). In accordance with the Concordat to Support the Career Development of Researchers, researchers are expected to engage in a minimum of 10 days professional development pro rata per year. How this is achieved will be individual to each PGR's needs.

Plymouth Marjon

Doctoral students can access a wide range of training opportunities aligned to the Vitae researcher Development Framework (RDF). Training is offered both online and in person, with sessions offering an opportunity to mix with other postgraduate researchers and academic staff from different disciplines. Regular writing retreats and writing cafes are also offered as well as opportunities to present ongoing research in seminar sessions. The programme of events is available on the [PhD Zone](#).

Every postgraduate research student has an annual review meeting with the PGR coordinator and their supervisory team. This offers an opportunity to reflect on progress and plans as well as consider additional development needs.

Vitae

Vitae, [Researcher professional development \(vitae.ac.uk\)](#) supports the personal, professional and career development of doctoral researchers and research staff in higher education and research institutions, by providing resources, advice, information and fora for individual postgraduate researchers and members of research staff:

- a dedicated researchers' portal with information, news and opportunities
- a programme of national courses and activities
- careers information and advice, including surveys and research
- opportunities to input to national policy developments and initiatives.

Research Data Management

Research data comprises any materials that are collected or created for the purposes of analysis to generate original results. They can be measurements, images, documents, publications in digital or paper format. Each institution has online guidance into research data management, please visit the links below.

Bath: [Introduction to Research Data Management - Research Data Service Homepage - Library at University of Bath](#)

Bristol: [Managing research data | Staff | University of Bristol](#)

Exeter: [Research Data Management | Research Data Management | University of Exeter](#)

Plymouth: [Introduction to Research Data Management - Research Data Management - Library Guides at University of Plymouth \(libguides.com\)](#)

UWE: [Manage your research data - Research support | UWE Bristol](#)

Bath Spa: [Research Data Policy – Bath Spa University](#)



Bournemouth: [Research data management | Bournemouth University](#)

Plymouth Marjon: [PMU strategies and policies](#)

Research Ethics

It is important that all research undertaken by SWDTP-funded students respects the six principles of ethical research presented in the **ESRC Framework for Research Ethics**. These are:

- research should aim to maximise benefit for individuals and society and minimise risk and harm
- the rights and dignity of individuals and groups should be respected
- wherever possible, participation should be voluntary and appropriately informed
- research should be conducted with integrity and transparency
- lines of responsibility and accountability should be clearly defined
- independence of research should be maintained and where conflicts of interest cannot be avoided they should be made explicit.

As a researcher, you should consider ethics issues throughout the lifecycle of your research project and promote a culture of ethical reflection, debate and mutual learning. The lifecycle of research includes the planning and research design stage, the period of funding for the project, and all activities that relate to the project up to, and including, the time when funding has ended. This includes knowledge exchange and impact activities, the dissemination process – including reporting and publication – and the archiving, future use, sharing and linking of data.

Your University will have in place clear, transparent, and effective procedures for ethics review and governance, which will undertake peer review of projects that involve human participants, their tissue and/or data, or which raise other significant ethical concerns. They will require that an ethics review should be carried out before any work requiring ethics review is undertaken. Your University will also have research safeguarding procedures in place to report research misconduct and harm.

As a ESRC-UKRI funded student, you are covered by the UKRI governance of good research practice policy and you should be aware of its guidance: [UKRI policy on the governance of good research practice \(GRP\) – UKRI](#)

The ESRC website contains important and useful information on research ethics, [Research ethics guidance – ESRC – UKRI](#), including the use of research participants. ESRC expects research participant involvement to be on a voluntary basis.

[UKRI policy and guidelines on the governance of good research conduct](#)

UKRI Open Access Policy

The Research Councils (formerly RCUK, now part of UKRI) open access policy came into force in April 2013. **ESRC-funded researchers are expected to comply with the [UKRI open access policy](#).**

[Open research – UKRI](#)
[Publishing your research findings – UKRI](#)

For articles published in journals, or deposited in institutional or subject-based repositories, the acknowledgement of funding should take the form of a sentence as in the following example, with the funding agency written out in full, followed by the grant number in square brackets:

"This work was supported by the Economic and Social Research Council [grant number xxxx]."



UKRI centrally provides universities with a grant to assist with publication costs. Please check for support at your home institution.

Bath	Paying for open access - Open Access - Library at University of Bath
Bristol	Open access publishing Staff University of Bristol
Exeter	Open research Open Research University of Exeter
Plymouth	Open Access Journal Articles - Researcher Support Library Services - Library Guides at University of Plymouth (libguides.com)
UWE	Open-access publishing and article-processing charges (APCs) - Research support UWE Bristol
Bath Spa	Open Research – Bath Spa University
Bournemouth	Open Access research Bournemouth University
Plymouth Marjon	Open Access - Plymouth Marjon University

Researchfish

All UK Research Councils are keen to collect data showing the impact of their funding – including postgraduate funding. You will be invited to post this in Researchfish – a harmonised Research Council database. If you have any outcomes from your research – collaborations, papers, publications etc. – please post them on [Track research and evidence impact with Researchfish by Interfolio](#). You will receive an invitation to this system from ESRC once you are registered.

ESRC Research Data Policy

Students are advised to refer to the ESRC Research Data Policy ([Publishing your research findings – UKRI](#)). ESRC-funded students are strongly encouraged to offer copies of any machine-readable data created or repurposed during the lifetime of the award for deposit in the UK Data Service.

Further guidance on data deposit with the UK Data Service is available at [Deposit data – UK Data Service](#)

ESRC-funded students who are likely to produce data of any kind as a result of their grant are recommended to read the UK Data Service data management guides ([Research data management – UK Data Service](#)). The UK Data Service will be also pleased to offer any further advice, if required. Any enquiry should be addressed to: [Contact – UK Data Service](#) or UK Data Service, University of Essex, Wivenhoe Park, Colchester, CO4 3SQ.

Gateway to Research

Data held on Gateway to Research provides information about publications, people, organisations and outcomes relating to publicly funded research projects - [GtR \(ukri.org\)](#)

Information about the scope of data held on this portal can be found here [GtR \(ukri.org\)](#)



Profiles on SWDTP web site

ESRC requests that the DTP has a student profiles section on our website [Student Profiles | SWDTP](#). As noted above, this is to comply with the UKRI Open Research Policy. ESRC funded researchers are expected to comply with this as research is publicly funded. A publicly available research summary is available on Gateway to Research (see above).



Guidance Notes on Applying to Study Modules at Partner Institutions within the SWDTP

A student registered on one of the SWDTP Interdisciplinary MRes pathways may apply to take a unit/module delivered by one of the partner institutions, other than the University at which they are registered. Only units that are associated with ESRC accredited pathways can be undertaken at a partner institution via this process.

To apply, students must complete the 'Application Form for Students Wishing to take a unit/module(s) at Partner Institutions within the SWDTP' **as soon as possible after registration**. This form is available on the SWDTP website at <https://www.swdtp.ac.uk/information-for-current-students/resources/>

The request must be approved in the first instance by the student's programme director/supervisor and then submitted to the partner university for consideration. **Due to timetabling constraints, it is strongly recommended that students check the unit/module dates and times to ensure that it is feasible to attend.**

Bath:	Course & Unit Catalogues - University of Bath and MyTimetable (bath.ac.uk)
Bristol:	Unit and programme catalogues University of Bristol
Exeter:	Timetabling and room booking Timetabling and room booking University of Exeter
UWE:	Module Information Search - UWE Bristol
Plymouth Marjon:	MRes - Plymouth Marjon University
Bath Spa:	Postgraduate study – Bath Spa University
Bournemouth:	https://www.bournemouth.ac.uk/study/postgraduate/courses/postgraduate-course-list

If there are sufficient resources for external applicants to take the unit/module, the partner university will sign and return the form to the SWDTP Coordinator. The student will then be registered for the module and the relevant unit/module leaders and PGT Offices will be notified.

Students must enrol on 180 – 190 taught credits (90 – 95 ECTS at the University of Bath) for the year. Details of the requirements of the proposed award – what must be taken and where there is choice - are contained in the Programme Specification. These are available online for all SWDTP programmes on the partner websites.

ESRC funded students can claim back travel expenses to attend collaboratively delivered events or modules at partner institutions using their RTSG and self-funded students should claim back travel expenses through their institution.

SWDTP Placements

We support a range of placement and internship opportunities. These can be office/organisation based or arranged on a work-from-home basis. Please contact Jackson Paterson (Jackson.Paterson@bristol.ac.uk) if you are interested in doing a placement.

The SWDTP offers students the opportunity to do a placement or internship as part of their PhD study. For those beginning their studies in or after September 2024, this is an essential part of the course and



funding for a 3-month pro-rata placement has already been factored into your funding offer. For those who began their studies before September 2024, you are permitted to undertake a placement and we encourage you to consider how this may fit into your development. Benefits include opportunities to learn new skills or develop existing ones; to enhance employability prospects; to experience other workplaces; to build your professional network; and to gain new insights for research projects.

Placements involve a PhD student going to work with a partner organisation for an agreed period and on a defined project or research area. We can offer one-to-one support for those students who wish to participate and help to develop applications. The vast majority of placements will be completed over three months full-time and six months part-time, during which time your PhD studies are paused, although your stipend will still be paid. The hours worked are discussed with the placement host, and location can be flexible (although please note we only have limited resources to top-up travel or accommodation costs). Students who wish to do a placement, or for whom a placement will have special relevance to their work, should liaise with their supervisor(s) and the Collaboration Facilitator to identify the best organisation to approach. This will often- but not always- be an organisation that the student or supervisor already has links with and will involve the student determining the project in consultation with the host organisation.

The SWDTP also advertises – via the website, newsletter, and email - opportunities and competitions for placements and internships such as the UKRI Policy Internships Scheme [Get training and development to support your doctorate – UKRI](#). These will usually involve a pre-determined project or theme and may require an external application. From time to time the SWDTP will also offer placement opportunities with our own partner organisations.

Although we seek financial support for placements from partner organisations where possible, the SWDTP does offer a Placement Grant for ESRC-funded students. This effectively maintains the normal level of stipend during the placement period. A limited amount of additional funds towards other costs (travel, accommodation) are covered.

Always speak to the SWDTP Collaboration Facilitator for advice at the earliest stage of thinking about any placement or internship. All students undertaking a placement must apply for SWDTP approval and sign a Placement Agreement before beginning the work. This process can take up to 2 months. Please ensure that you download / refer to the latest guidance notes / application form on the website prior to making an application.

Funding for other Collaborative Activities

The SWDTP also has various pots of cohort-building funds available to students including:

- [Student-Led Collaboration Funding](#)
- [Student Impact Fund](#)
- [Student-Led Research Journal](#)

For more information visit the website at:

<https://www.swdtp.ac.uk/funding-for-current-students/>
<https://www.swdtp.ac.uk/student-initiatives/>

Please ensure that you download / refer to the latest guidance notes / application form on the website prior to making an application.

If you have your own ideas for student-led activities or initiatives let us know.

If you want to know more or discuss your ideas about any of the above, please contact Jackson Paterson, SWDTP Collaboration Facilitator, at Jackson.Paterson@bristol.ac.uk



Additional Guidelines for Interdisciplinary Students

Interdisciplinary Pathways

The SWDTP delivers four Interdisciplinary (ID) Research Pathways. They are:

- Climate Change, Sustainability & Society
- Global Challenges & Transformations: geopolitics, inequalities & mobilities
- Health, Wellbeing & Society
- Sociotechnical Futures & Digital Methods

Registration Arrangements

Students studying on these ID Pathways only need to be registered at a partner institution if their second supervisor is based there. Students register at their 'lead' Institution in the first instance and then at the relevant participating institutions. The procedure for registration is slightly different at each institution, but will cover the following:

- Once registration at the student's lead Institution is complete, the relevant registration team liaison will notify the SWDTP Coordinator, who will liaise with the registration team(s) at the partner institution(s) as applicable
- Once registration at the second Institution(s) is complete, the relevant registration teams will email the student(s) with details of how to register online at the second institution and receive their student card. Students will also receive an IT username and password as part of the registration process.

Additional examination requirements for students on SWDTP Interdisciplinary pathways

1. For each examination, the following roles should be nominated:
 - a. A first internal examiner from the lead university. It is desirable to appoint a second internal examiner from the co-supervisory university to ensure that all interdisciplinary aspects are covered. However, this is not required if the first internal and the external examiner cover the appropriate interdisciplinary aspects.
 - * Note: For students whose home institution is Bristol, this examiner will be labelled 'external' on the Appointment of Research Degree Examiners form
 - b. The external examiner can be from one of the other SWDTP institutions providing they are not part of any co-supervisory institution and have no link to the student. From a QAA perspective, it is desirable that external examiners were from outside of DTP institutions.
2. A separate chair, nominated by the lead university in consultation with both supervisors, may be required depending on the lead university's regulations.
3. If an additional external examiner is required, students will be required to produce an additional copy of their thesis. No additional SWDTP funding is available to cover this.
4. As a point of good practice, when a student is approaching submission, selection of examiners, and a chair, will be discussed by the supervisors with the student.



5. Once the examiners have been nominated, the internal examiner (at the lead university) will be responsible for the co-ordination of the viva voce, with support from relevant administrators.
6. The viva voce examination will normally be held at the lead university, following the regulations for that university.
7. After the examination, the Board of Examiners will:
 - complete the necessary viva voce reports according to the regulations of the lead university
 - submit these forms to their relevant Faculty/School or University Board of Studies
 - communicate the recommendations to the relevant supervisors (at the lead and the second university)
 - report decisions back to the SWDTP Academic Advisory Board
8. The cost of the organisation of examination and the travelling expenses incurred by the examiners will be paid by the lead university.

For jointly supervised interdisciplinary students commencing October 2024 onwards, the above does not apply. Viva regulations and arrangements of the students' home institution should be followed.



Regulations

The regulations of each lead institution will apply to all students. Detail on these can be found by following the links below:

University of Bath:

- Codes of Practice (QA7 for doctoral) at [Quality Assurance Code of Practice \(bath.ac.uk\)](https://www.bath.ac.uk/quality-assurance/code-of-practice/)
- Regulations (Reg16 for doctoral) at [Regulations for Students 2024/25 \(bath.ac.uk\)](https://www.bath.ac.uk/regulations-for-students-2024-25/)

University of Bristol:

- [Regulations and Code of Practice for Taught Programmes | Academic Quality and Policy Office | University of Bristol](https://www.bristol.ac.uk/academic-quality-and-policy-office/regulations-and-code-of-practice-for-taught-programmes/)

University of Exeter:

- Teaching Quality and Assurance Manual (TQA) [TQA Manual - Teaching Quality Assurance Manual - University of Exeter](https://www.exeter.ac.uk/teaching-quality-and-assurance-manual/)
- Regulations [Part 1 - Regulations | Calendar 2024/25 | University of Exeter](https://www.exeter.ac.uk/regulations-part-1-2024-25/)

UWE

- Regulations, Code of Practice and all UWE policies at [Regulations and guidelines - Current postgraduate researchers | UWE Bristol](https://www.uwe.ac.uk/regulations-and-guidelines-current-postgraduate-researchers/)

Bath Spa

- Frameworks, policies and procedures that support the University in complying with external regulatory requirements for quality assurance and academic standards can be found here: [Academic Governance and Quality – Bath Spa University](https://www.bathspa.ac.uk/academic-governance-and-quality/)
- Student general regulations can be found here: [Student-General-Regulations.pdf \(bathspa.ac.uk\)](https://www.bathspa.ac.uk/student-general-regulations.pdf)

Bournemouth

- All student regulations can be found here [Important information | Bournemouth University](https://www.bournemouth.ac.uk/important-information/) with the Code of Practice for Research Degrees available [here](https://www.bournemouth.ac.uk/code-of-practice-research-degrees/)

Plymouth Marjon

- Plymouth Marjon University awards PhDs in collaboration with the University of Chichester and we follow their higher degree regulations [here](https://www.plymouth.ac.uk/higher-degree-regulations/).

The institutions will provide students with appropriate learning resources, equipment and facilities specific to the subject areas of study, including:

- borrowing rights at the library
- IT access
- membership of the Students' Union/Guild
- entitlement to use the Sports Facilities
- access to generic skills training programmes



Any complaints will be dealt with by the lead university in accordance with its regulations. Where the complaint concerns the second university, written notification will be sent promptly to that institution. Ultimate responsibility to resolve complaints will rest with the lead university.

Where individual Modules/Units are taken by students with a party other than the lead university, the mark awarded by the host institution will be accepted by the lead university. Where necessary, the scaling model as agreed by the SWDTP Academic Advisory Board will be used by the lead university to adjust marks where appropriate.

Registration Liaison Contacts

- Academic Registry (University of Bath), registration@bath.ac.uk
- Faculty office (University of Bristol), fssl-pgr@bristol.ac.uk
- Postgraduate Admin (University of Exeter), pgadmin@exeter.ac.uk
- Doctoral College (University of Plymouth) doctoralcollege@plymouth.ac.uk
- Doctoral Academy (UWE), doctoralacademy@uwe.ac.uk
- Graduate College student enquiries (Bath Spa University) pgrcurrentstudents@bathspa.ac.uk
- Bournemouth University Doctoral College (Bournemouth) doctoralcollege@bournemouth.ac.uk
- Registry and Programmes Support Office (Plymouth Marjon), registry@marjon.ac.uk



Appendix 1 Quick Grant Reference Guide

Studentship and Funding DTP1 (2017-2023) and DTP2 (from 2024 intake) – Quick Reference Guide

This document is intended as a quick reference guide. Please refer to indicated documents for further detail on grant terms and conditions.

ESRC PG Funding Guide (updated April 2024) [ESRC Postgraduate Funding Guide \(ukri.org\)](https://www.ukri.org/ESRC-Postgraduate-Funding-Guide)

UKRI Terms and Conditions [Terms and conditions for training funding – UKRI](https://www.ukri.org/terms-and-conditions)

UKRI Training Grant Guidance [Terms and conditions for training funding – UKRI](https://www.ukri.org/terms-and-conditions)

DTP1: Training Terms & Conditions (2015) [ESRC Postgraduate Training and Development Guidelines 2015 \(ukri.org\)](https://www.ukri.org/ESRC-Postgraduate-Training-and-Development-Guidelines-2015)

DTP2: Training Terms and conditions (2022) [ESRC Postgraduate Training and Development Guidelines 2022 \(ukri.org\)](https://www.ukri.org/ESRC-Postgraduate-Training-and-Development-Guidelines-2022)

	DTP1 (2017-2023 intake) Grant Code: ES/P000630/1	DTP2 (intake from Oct 2024) Grant Code: ES/Y001575/1
Studentship length	1+3 or +3	Baseline PhD offer 3 years and 6 months including a ring fenced 3 months for a placement Plus one year if required to undertake a Masters Or Plus one month for each additional unit required in year one of PhD. Maximum period of funding for the core studentship is 4.5 years (which includes a Masters and a placement)
Part time studentships	At a minimum of 50%	At a minimum of 50% - strongly encourage no variation on 50% for admin and financial management
Transfers between FT and PT and vice versa	ESRC Postgraduate Funding Guide (ukri.org) (pg19). Once only during lifetime of studentship without ESRC approval.	ESRC Postgraduate Funding Guide (ukri.org) (pg19). Once only during lifetime of studentship without ESRC approval.
RTSG	There is a pool of RTSG across the institutions against which students can claim. Please contact your home institution for further details. One off top up available via separate application process Covers UK fieldwork expenses See Guidance Notes for further info Allowances and Funding SWDTP	There is a pool of RTSG across the institutions against which students can claim. Please contact your home institution for further details. One off top up available via separate application process Covers UK fieldwork expenses See Guidance notes for further info Allowances and Funding SWDTP
Sick leave	Paid medical leave of up to 13 weeks (with a medical sick note for the	Paid medical leave of up to 13 weeks (with a medical sick note for the



	<p>period requested) available in a 12 month rolling period (not pro rata for PT). If illness lasts more than 13 weeks, the studentship must be suspended (unpaid) for the period beyond the 13 weeks. Funding end date and submission date is extended equivalent to length of time covered by medical sick note.</p> <p>Phased returns are permissible with a sick note up to a maximum of 4 weeks Terms and conditions for training funding – UKRI (see Guidance document pg 16)</p>	<p>period requested) available in a 12 month rolling period (not pro rata for PT). If illness lasts more than 13 weeks, the studentship must be suspended (unpaid) for the period beyond the 13 weeks. Funding end date and submission date is extended equivalent to length of time covered by medical sick note.</p> <p>Phased returns are permissible with a sick note up to a maximum of 4 weeks Terms and conditions for training funding – UKRI (see Guidance document pg 16)</p>
Unpaid suspension	<p>12 months of unpaid suspension allowed over the lifetime or the studentship (not pro rata for PT). Unpaid suspension effectively pauses studentship time and funding. The funding end date and submission date is extended equivalent to the length of time covered by unpaid suspension.</p> <p>ESRC Postgraduate Funding Guide (ukri.org) (pg 24)</p> <p>Requests must be made in advance, retrospective requests will not be accepted (pg 23)</p> <p>In exceptional cases, a request may be made to ESRC (via the DTP) to consider a period longer than 12 months or where total periods exceed 12 months (pg 24)</p>	<p>12 months of unpaid suspension allowed over the lifetime or the studentship (not pro rata for PT). Unpaid suspension effectively pauses studentship time and funding. The funding end date and submission date is extended equivalent to the length of time covered by unpaid suspension.</p> <p>ESRC Postgraduate Funding Guide (ukri.org) (pg 23/24)</p> <p>Requests must be made in advance, retrospective requests will not be accepted (pg 23)</p> <p>In exceptional cases, a request may be made to ESRC (via the DTP) to consider a period longer than 12 months or where total periods exceed 12 months (pg 24)</p>
Maternity, paternity, adoption and unpaid parental leave	<p>Terms and conditions for training funding – UKRI (pg 14)</p>	<p>Terms and conditions for training funding – UKRI (pg 14)</p>
Placement	<p>Available but not required up to a max of 3 months. Studentship funding extended to cover equivalent time</p>	<p>Required unless an exceptional case is made. Three months ring-fenced funding already included as part of studentship funding. Three months funding removed if a placement is not undertaken</p>
DNA	<p>TNA Any institutional requirements</p>	<p>DNA – requirement to engage as a condition of continued funding plus any institutional requirements</p>



OFA	No funded extension Can only apply during PhD via separate application process Allowances and Funding SWDTP	No funded extension Can only apply during PhD via separate application process Allowances and Funding SWDTP
OIV / DLT	Available via separate application process. Time equivalent funded extension available Can only apply during PhD Allowances and Funding SWDTP	Available via separate application process. Time equivalent funded extension available Can only apply during PhD Allowances and Funding SWDTP
Funded extensions	Funded extensions are only permitted for the following reasons: <ul style="list-style-type: none"> • Illness covered by medical sick note (see above) • Maternity, paternity, adoption, unpaid parental leave (see above) • Placements • Difficult Language Training • Overseas Institutional Visits 	Funded extensions are only permitted for the following reasons: <ul style="list-style-type: none"> • Illness covered by medical sick note (see above) • Maternity, paternity, adoption, unpaid parental leave (see above) • Difficult Language Training • Overseas Institutional Visits <p>Note: placement time and funding (3 months) covered by core funding / studentship length</p>
Transfers to a different DTP	Permission to transfer to must be obtained in advance from ESRC, ESRC Postgraduate Funding Guide (ukri.org) (pg18/19). If a student is match funded, a transfer may not be possible	Permission to transfer to must be obtained in advance from ESRC, ESRC Postgraduate Funding Guide (ukri.org) (pg 18/19). If a student is match funded, a transfer may not be possible
Employment	ESRC Postgraduate Funding Guide (ukri.org) (pg 27/28)	ESRC Postgraduate Funding Guide (ukri.org) (pg 27/28)
DSA	Disabled Students' Allowance (DSA) framework – UKRI £200 contribution from the student required for laptops	Disabled Students' Allowance (DSA) framework – UKRI £200 contribution from the student required for laptops
Thesis submission	One year for FT, 2 years for PT unfunded period for submission after the end of funded period Funding stops at the point of submission if this is before the funding end date.	ESRC expectation to submit at the end of the funded period. Funding stops at the point of submission if this is before the funding end date.
International	No monies provide to support visa costs, health surcharge etc.	No monies provide to support visa costs, health surcharge etc.