

## Background to the Vacation Bursary Scheme

Universities may choose to use their DTP to provide funding for undergraduate students to gain first hand positive and practical experience of research in a UK university through a vacation bursary. Up to 15 vacation bursaries (averaged over the duration of the doctoral training grant) may be offered.

Although the DTP does not officially start until October, vacation bursaries may still be supported in summer as the DTP allows for students to start their studies prior to the start of the training grant, for example over the Summer preceding the start of the Autumn term.

### **Details on operation**

#### Vacation Bursary

The vacation bursary programme should provide funding for undergraduate students to gain first hand positive and practical experience of research in a UK university. The emphasis will be on employing the most able students, but our expectation is that universities will use the funds available to engage students in research that:

- Is being carried out by internationally leading groups
- Has strong industrial links

In all cases, the programme should be accessible to underrepresented groups, such as women and ethnic minorities.

The proposed research project should be within EPSRC's remit, but should not be part of the normal degree course. It should have a clearly defined objective, which could be part of a much larger research activity and it should be at a suitable level for a student to sensibly complete within the timescale of the award. The student should not be used as a general assistant and must have adequate supervision.

#### Duration & Stipend

Each bursary should last an average of 10 weeks and must take place during the summer vacation. The stipend should be equivalent to 2 months' of the minimum PhD stipend. The provision and value of any budget for consumables is at the discretion of the awarding university.

#### Eligibility of the student

The selected students should be registered for a first degree (at any UK university) in a subject that falls within EPSRC's remit and **must** be in the middle years of their degree. The vacation bursary scheme should not be used as a bridge between undergraduate degree and PhD or other work, therefore students who are currently in their final year and who will have

completed their degree by the summer are not eligible. Students should fulfil the eligibility requirements of EPSRC's Doctoral Training Grants (DTG) by the end of their undergraduate degree.

#### Responsibility of the awarding university

The awarding university will be responsible for administering all aspects of the award including:

- Selecting suitable students in line with EPSRC's expectations regarding open access, , internationally leading groups and industrial links.
- Ensuring that appropriate supervision is in place for the students.
- Ensuring that all support costs awarded are used and accounted for appropriately.
- The university will be expected to nominate an Operational Manager for the scheme to oversee arrangements for the bursaries.

#### Monitoring

EPSRC is keen to collect key data on all of the students it supports, so that it can report and understand the impact of its funding better. Upon completion a *Vacation Bursary Student & Project Details Report* (below) must be completed for all students who receive a vacation bursary and returned to EPSRC by 1 October each year. Where no vacation bursaries are supported, we still expect to receive a null return.

Please use the form below rather than your Universities own version, this will enable EPSRC to compare the data easier.

**Completed reports should be returned to the Vacation Bursary mailbox, [buildingleadership@epsrc.ac.uk](mailto:buildingleadership@epsrc.ac.uk)**

For any queries, please contact [buildingleadership@epsrc.ac.uk](mailto:buildingleadership@epsrc.ac.uk)



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## Vacation Bursary Student & Project Details Report

This form should be completed for all students who receive a vacation bursary and returned to EPSRC by 1 October each year. Where no vacation bursaries are supported, we still expect to receive a null return.

Please complete one University Summary form and separate Student Detail/ Vacation Bursary Project detail forms for each student and their project.

**Completed reports should be returned to the Vacation Bursary mailbox, [developingleaders@epsrc.ac.uk](mailto:developingleaders@epsrc.ac.uk)**

### University Summary

<b>Awarding University</b>	
<b>Year of Award</b>	
<b>Total number of vacation bursaries awarded</b>	
<b>Name of operational manager</b>	

### Individual Student Details and undergraduate degree course details:

<b>Student's full name</b>	
<b>Email Address</b>	
<b>HUSID Number.</b> <i>(This is important as EPSRC would like to see if Students stay in research)</i>	
<b>Gender</b>	
<b>Age</b>	
<b>Country or Origin</b>	

<b>Ethnicity</b>	
<b>EPSRC Theme</b>	ICT DE Energy Manufacturing Healthcare Maths Engineering LWEC Physical Sciences Quantum Technology
<b>Start date of the undergraduate degree course</b>	
<b>End date of the Undergraduate Degree Course</b>	
<b>Undergraduate Degree Course Details</b>	

#### **Vacation Bursary Project Details**

<b>Start Date of the vacation Bursary</b>	
<b>End Date of the Vacation Bursary</b>	
<b>Vacation Bursary Project Title</b>	
<b>Objectives and how this fits into a larger scale project, (if relevant)</b>	
<b>Success Story (if relevant)</b>	