

Anglia Ruskin University Vice-Chancellor's PhD Scholarships

Terms and Conditions 2024-25



Registration

All students holding a VC's PhD Scholarship must be registered as full-time.

If a student's registration ceases for any reason (other than an approved temporary suspension of study) the Scholarship must be terminated.

A Scholarship holder is initially registered on the MPhil course. It is a condition of their scholarship that they apply to upgrade their registration to PhD within 12 months of their initial registration. If a student does not upgrade accordingly, the scholarship will normally be terminated.

Tenure of the Scholarship

The length of a Scholarship will be stated in the student's offer letter and covers payment of a UK Research and Innovation (UKRI) equivalent minimum maintenance stipend and tuition fees. Funding will not exceed three years of study.

The student must remain resident in the UK throughout the period of the Scholarship. During term time they must be resident within reasonable traveling distance from the campus of Anglia Ruskin where they are based.

Anglia Ruskin expects Scholarship holders to maintain regular contact with their supervisors and other institutional authorities during the period of the award.

A student may need to conduct fieldwork or arrange study visits that are an essential part of their study, attend conferences, or work with a



collaborating organisation. If this is the case the student must make appropriate arrangements for maintaining regular contact with their supervisors during any extended period away from ARU.

Continuation of all Scholarships is subject to the student's satisfactory Annual Review.

Funding for a student will cease once he or she has completed their doctoral thesis, or reaches the end of the stated Scholarship duration, whichever is sooner.

Paid work

The holder of a Scholarship may undertake a small amount of paid work (see below for maximums), either in term time or in the vacation, provided that it does not impede their studies.

Teaching and demonstrating

ARU encourages PhD students to undertake a certain amount of paid teaching or demonstrating work during the period of a Scholarship, if the opportunity arises. Such work can provide invaluable experience and is a useful extension to research training. This may be undertaken provided that:

- the total time, including contact time and a reasonable allowance for preparation and marking, does not exceed 180 hours in any one year
- the total time does not exceed six hours in any week



- the work is compatible with their programme of doctoral study

Any teaching or demonstrating work undertaken at ARU will be paid for at the usual hourly rate applicable and must be preceded by appropriate training. The payment for any such teaching will be additional to the Scholarship.

Employment at ARU

If the holder of an ARU Scholarship takes up a salaried position at ARU they are no longer eligible for the award (although it may be possible to suspend the Scholarship to allow a short-term appointment).

Other awards

Students must inform the Doctoral School immediately if they receive or are applying for a grant or an award from another body to support their postgraduate work. A student must not hold two awards for the same purpose concurrently.

Research integrity and professional codes of practice

All students are required to conduct their project with strict compliance to issues of research integrity. [View ARU's public statement on Research Integrity.](#)

All students are required to follow any relevant professional body codes of practice for research. Please speak to your First Supervisor for further guidance on this matter.



Research Ethics

The student and the First Supervisor are jointly responsible for ensuring that any ethical issues relating to the research supported through an ARU Scholarship are identified and that the project complies with all relevant legislation and Government regulation, including that introduced whilst work is in progress. This requirement includes approval or licence from any regulatory body that may be required before the research can commence. Ethical issues should be interpreted broadly and may encompass, among other things, relevant codes of practice, the involvement of human participants, tissue or data in research, the use of animals, research that may result in damage to the environment and the use of sensitive economic, social or personal data.

Publication and Dissemination of Research

It is ARU policy that the results of the research it supports should be disseminated as widely as possible, for the benefit of other researchers and of the wider community (however, also see our statement regarding intellectual property rights below).

ARU has established arrangements for ensuring that theses are deposited in our on-line repository and made available to other researchers. Students should consult their supervisors about those arrangements. Doctoral students should ensure that their thesis (or any other output such as an exhibition or performance) includes an acknowledgement of the support they have received from ARU.



Publication of any aspect of the research resulting from an ARU-funded Scholarship, through publications and other forms of media communication, including media appearances, press releases and conferences, must acknowledge the support received from ARU.

Guidelines on ARU branding for publications, publishing and marketing materials are available by contacting design@anglia.ac.uk.

Students should discuss with their supervisors whether any or all of the results of their work should be published. If a student, or anybody else, publishes any aspect of the research resulting from an ARU funded Scholarship, through publications and other forms of printed or electronic media communication, including media appearances, websites, press releases and conferences, they must acknowledge the support received from ARU. Please note that ARU may not provide funding for the purpose of publishing, presenting or displaying the results of the work.

Exploitation and Intellectual Property Rights

Arising intellectual property (IP) rights from research funded through a VC's PhD Scholarship shall be owned by ARU and/or any third party funder subject to the terms of the relevant Studentship Agreement. For the avoidance of doubt the student agrees that he or she shall not own any IP arising from research under the VC's PhD Scholarship.



A student should not enter into any agreement that may affect rights to exploit the IP arising from their work without first consulting the Director of RIDO.

ARU encourages students and supervisors to identify and exploit opportunities for wider promotion of their research activities including media activities, public engagement, or knowledge transfer activities where this might be desirable or appropriate and to demonstrate excellence and impact.

Early submission of a doctoral thesis

If a student submits a doctoral thesis and completes their award before the end of the Scholarship the student's funding will be terminated. The student is eligible to retain any maintenance stipend up to the end of the month in which they have completed their award, but they must not receive any further payments.

Suspension of a Scholarship

Scholarships should be held on a continuous basis, without a break. However, a student may interrupt their programme of study for one of the following reasons:

Temporary periods of suspension

The Doctoral School may support a suspension of a Scholarship for reasons of illness, personal circumstances, or if a student gains temporary employment. During any period of suspension students are not entitled to



receive ARU VC Scholarship funding. The end date of a student's ARU VC Scholarship funding will normally be extended by the length of the suspension.

Short-term illness

If a student is prevented by sudden illness or accident from following their studies for a period of more than two weeks, they must inform their First Supervisor immediately and provide a medical certificate.

Payment of a Scholarship stipend can continue for absences covered by a medical certificate for up to thirteen weeks within any 12-month period.

If the illness lasts, or is expected to last, for more than thirteen weeks, ARU will suspend the Scholarship.

Parental / adoptive leave (as main carer)

ARU-funded students who become pregnant, with an expected date of childbirth that occurs during the period of the Scholarship, or becomes the main carer to their biological / adopted child born or adopted during the duration of the Scholarship, is entitled to a six-month period of parental / adoptive (main carer) leave during which the stipend funding can continue. The Scholarship may also be extended by up to six months. After this six-month period of leave whilst in receipt of stipend a student may have a suspension of the Scholarship for a further six months, during which no stipend is payable.



A student is therefore entitled to a total of 12 months' leave of absence, during which stipend for six months may be paid and up to six months are unpaid. The paid period of absence and the suspension must be taken consecutively. If the student does not return to their studies after the period of paid maternity leave and the maintenance stipend has been overpaid, the student may be required to repay the stipend received from the beginning of the paid maternity period.

Periods of parental / adoptive leave taken as main carer will be taken into account when calculating the date by which ARU expects the student's thesis to be submitted.

There is no limit to the number of periods of parental / adoptive leave that a main carer can take during a Scholarship.

Parental leave (not as main carer)

Students are entitled to a total of 10 consecutive working days paternity / leave if not the main carer, to be taken at any time during their partner's pregnancy / adoption period or within three months following a birth / adoption.

Funding will continue during this period. This period is regarded as additional leave of absence from their studies and Scholarships will not be extended. If further time is needed the Scholarship should be suspended.



Adoption Leave

If a student is adopting a child during the period of their Scholarship they are entitled to a six-month period of adoption leave during which funding can continue. The Scholarship will also be extended by up to six months. After this six-month period of paid adoption leave a student may have a suspension of the Scholarship for a further six months, during which no maintenance stipend is payable.

A student is therefore entitled to a total of 12 months' leave of absence, of which six months are paid and up to six months are unpaid. The paid period of absence and the suspension should be taken consecutively. If the student does not return to their studies after the period of paid adoption leave and the maintenance stipend has been overpaid, the student may be required to repay the maintenance stipend from the beginning of the paid adoption leave.

Periods of adoption leave will be taken into account when calculating the date by which ARU expects the student's thesis to be submitted.

The value of a studentship

ARU VC's PhD Scholarship rates are reviewed each year in line with UK Research and Innovation guidance.

Income tax and National Insurance

Payments made under an ARU VC's PhD Scholarship are not regarded as income for tax purposes and ARU is not deemed to be the employer of



any funded student. ARU will not make any payment for students' National Insurance contributions.

Students should check with their tax office regarding any income tax liability resulting from any employment.

Thesis submission

In making Scholarship awards for doctoral research, ARU assumes that doctoral students will complete a piece of work (the 'thesis') that (a) exhibits substantial evidence of original scholarship and contains material that can be prepared for publication, and (b) is produced by a capable, well-qualified, well-trained and diligent research student, properly supervised and supported by their supervisors.

On accepting a Scholarship a student also accepts a commitment to complete their research by the end of the period of funding. The regulations make provision for a writing –up period but the VC's PhD Scholarship does not cover the cost of this additional time.

Students should not take up employment until after they have submitted their thesis.

Extensions to registration will not be approved where a student has taken up employment of any kind during their writing-up period.