

Girton College Academic Fund Lent 2020

Name:	CRSID:
Academic course:	Year of study:
Activity for which academic expenses are being claimed:	
Costs (give details, breakdown and total amount claiming, please append receipts for all expenditure that you wish to claim for):	
Total Amount of Claim £ _____	
<i>Please state any other sources of funding you have applied for, or that you are planning to apply for:</i>	
<i>I confirm that the information that I have provided on this form is true.</i>	
<i>Signature:</i>	<i>Date:</i>
Director of Studies comments on application:	
Please rate the academic relevance of this activity (1 being the lowest, 5 the highest): 1 2 3 4 5	
DoS - Please state if other College funds are available that would support this activity and indicate what these are. The Committee will forward such applications to the most appropriate fund.	
Name:	Signature:
Date:	
Append receipts and send completed form to Natalie Thomas (ns714) in the Tutorial Office by Monday 02nd March 2020	

Girton College Academic Fund

Guidelines for applicants

You must be an Undergraduate or Clinical Medic or Vet at the time of the expenditure to be eligible to apply.

Students who are made an award may be asked to write a short statement to help publicise the fund.

Guidelines for applicants

- The official application form must be used.
- Receipts or confirmed bookings must be appended.
- The application form must be signed by the applicant's Director of Studies, before submission to the Tutorial Office.
- All other appropriate College funds should have been approached first. The Committee will refer applications to other appropriate funds where possible.

Applications to cover the following will be considered:

- A contribution to College rent when students stayed out of the residence period for academic reasons, at the discretion of the committee depending on demand and on available funds. This may only be at a percentage of the daily rate. The maximum number of days that can be claimed by MML students preparing for the oral examinations would normally be 7, unless their Director of Studies presents a case otherwise. The number of nights you are claiming for MUST be stated in your application.
- A contribution towards non-compulsory field trip expenses, only if other College funds which were applicable had been approached first.
- A contribution to support unpaid internships/work experience with academic relevance.
- A contribution to exceptional dissertation or coursework expenses. This will not include printing unless there is an exceptional case made for high quality printing for particular figures.
- A contribution to other academic related work, with a strong case from Director of Studies. This can include compulsory farm-based practice during vacations for Veterinary Science students, or top up funding for course related travel for a year abroad, where a student is travelling further afield than is usual.
- A contribution to academic related travel referred from the Travel Awards Committee. DO NOT APPLY to both the Academic Fund and Travel Awards for the same thing.
- The maximum UK transport costs that can be claimed is the equivalent of a second class rail fare on a student railcard, where practicable.

Not considered for funding:

- Application Fees for Post Graduate Degree Courses
- Expenses due to resits or College examinations set out of the residence period.
- Expenses incurred post graduation activity
- Compulsory field trips advertised as part of the course.
- Applications for purchase of books/digital recordings.

If you are having difficulty meeting expenses such as those above not covered by the Academic Fund, please approach your Tutor to see if other funds are available.