

Surrey-Santander Universities PhD Travel Awards 2022 (Round 2) Guidance Notes

Aim: The aim of the award is to enable PhD students at the University of Surrey to spend up to six months at a higher education institution overseas undertaking research activities that will contribute to their thesis. Applications which relate to the University of Surrey's existing strategic partners and that support the University of Surrey's International Engagement Strategy will be given preference.

Eligible applicants: The awards are open to all full-time PhD students at the University of Surrey. Full-time refers to registration status at the University of Surrey, meaning the student should not be undertaking a sandwich PhD at Surrey or visiting Surrey for a short time to contribute to a PhD awarded by another institution. Students registered with Surrey to complete their PhD on a part-time basis are welcome to apply.

Eligible universities: The visit should be to a university outside of the UK, and preference will be given to those based in a country listed by the [Santander Universities Network](#).

Eligible costs: Awards of *up to* £2,000 are available. The funds may be used to support international travel and related costs, such as visa application fees and airport transfers. Accommodation and subsistence will only be considered where not covered by alternative sources of funding. Consumables (such as IT equipment/lab materials/testing equipment) are **not** an eligible expense.

Timing: The visit must take place by 31 December 2022. PhD students must be enrolled at the University of Surrey at the time of the visit.

Application process:

1. Students interested in applying should first discuss their application with their supervisor at Surrey and identify an appropriate host institution for the visit.
2. Once support is secured for the visit this must be registered through the [work portal on MoveOn](#). A member of the mobility team will advise eligibility for Turing or Erasmus+ grants where applicable. Please note this in your Santander Travel Award application and budget.
3. Applications for the Travel Award can then be made through the Santander Universities portal via this link for Round 2: [Santander Scholarships Research | Surrey-Santander PhD Travel Awards 2022 \(Round 2\) \(becas-santander.com\)](#).

In order to submit your application you will need to provide the following information:

- Breakdown of the Budget
- Short CV
- Supporting statement from a Surrey supervisor
- Supporting statement from your host at the higher education institution you are visiting
- Project description (max. 250 words)

Application deadlines: Round 2: **3 March 2022, 23:00 GMT** (outcomes will be advised no later than 25 April 2022).

Evaluation: In assessing the applications, the evaluation panel will consider the following:

- The extent to which there is a clear rationale for the visit
- The ranking/profile of the university being visited
- The expected outcomes from the visit
- How well the visit aligns with the University's International Engagement Strategy

Reporting: Successful applicants will be asked to submit a report following their visit. The format of the report will be written but images and engaging content such as a video diary/blog are encouraged. At a minimum, the report should summarise the activities undertaken, what was learned and how the visit added value. Reports will be shared with Santander Universities UK and may be used on the University and Santander websites and via social media, including LinkedIn and Twitter.

Post-award instructions: For the 2022 Round 2 call, all applicants will be notified by email no later than 25 April 2022. Successful applicants will be provided with detailed instructions on how to arrange their travel in their award letter. These instructions will be in line with the latest University of Surrey Travel Policy and FCDO Travel Guidance.

Enquiries: The University of Surrey International Engagement Office can respond to enquiries. E-mail address: santandermobility@surrey.ac.uk