

Research Council Policy Internships Scheme

Internship and Funding Permissions Form

This form requires the signature of the applicant, the applicant's lead supervisor and the training grant holder and should be completed and uploaded as part of the online application form. Where necessary electronic signatures (scanned copies, pasted into the relevant box are acceptable).

Internship permissions

<p>This section is to be completed by the applicant: I confirm that I am eligible to apply to this opportunity, the content of this application is correct and that I have sought the appropriate permissions from my lead supervisor to undertake this policy internship.</p>	
<p>Name (please print):</p>	
<p>Signature:</p>	<p>Date:</p>

<p>This section is to be completed by your lead supervisor: I confirm that the information within this form is correct. If this application is successful, I give my permission for the above applicant to suspend their PhD studies for 3 months.</p>	
<p>Name (please print):</p>	
<p>Signature:</p>	<p>Date:</p>

Funding permissions

In all cases, this section is to be completed by the training grant holder (the training grant holder is a member of staff at the student's Research Organisation who is responsible for the grant that funds the studentship – normally this will be a contact from a Doctoral Training Partnership or equivalent research council training structure).

Policy Internships are supported using different mechanisms depending on the Research Council which is funding the student. Please read the information relevant to the Research Council which is funding the studentship and complete the appropriate section.

For AHRC students funded through CDA, BGP or BGP:CB awards or project students:

I confirm that the above information is correct. I understand that AHRC expects the award holder to continue paying the student their stipend and fees during the internship. The studentship must also be extended for three months to accommodate this internship. AHRC will agree reimbursement terms with the award holder for the costs associated with the internship. Where required, eligible travel and accommodation costs will be supported by the host partner up to a maximum limit of £2,400 for the duration of the internship, with the exception of the Centre for Science and Policy, Parliamentary Office of Science and Technology, National Assembly for Wales Research Service, Northern Ireland Assembly, and the Scottish Parliament Information Centre. Students undertaking internships at one of these host partners will be required to access travel and accommodation costs from other sources, such as the relevant training grant.

Name (please print):**Training Grant Reference Number:****Signature:****Date:*****For AHRC – DTP or CDT students:***

I confirm that the above information is correct. I understand that AHRC expects the award holder to continue paying the student their stipend and fees during the internship. The studentship will be extended for three months to accommodate this internship. The internship opportunity will be supported as part of the Student Development Fund (SDF). Where required, eligible travel and accommodation costs will be supported by the host partner up to a maximum limit of £2,400 for the duration of the internship, with the exception of the Centre for Science and Policy, Parliamentary Office of Science and Technology, National Assembly for Wales Research Service, Northern Ireland Assembly, and the Scottish Parliament Information Centre. Students undertaking internships at one of these host partners will be required to access travel and accommodation costs from other sources, such as the relevant training grant.

Name (please print):**Training Grant Reference Number:****Signature:****Date:**

For BBSRC students:

I confirm that the above information is correct. I understand that applicants undertaking a DTP studentship will have their internship funded as their PIPs internship. Applicants from the CASE scheme will have their internship supported from funds within their training grant. BBSRC does not offer any extension to the studentship funded period for this internship. Where required, eligible travel and accommodation costs will be supported by the host partner up to a maximum limit of £2,400 for the duration of the internship, with the exception of the Centre for Science and Policy, Parliamentary Office of Science and Technology, National Assembly for Wales Research Service, Northern Ireland Assembly, and the Scottish Parliament Information Centre. Students undertaking internships at one of these host partners will be required to access travel and accommodation costs from other sources, such as the relevant training grant.

Please note, any shortfall in funding will need to be met by the cash limit of the training grant. BBSRC does not offer any extensions in any of the above scenarios.

Name (please print):	Training Grant Reference Number:
Signature:	Date:

For ESRC students:

I confirm that the above information is correct. I confirm that the stipend and fee costs can be accessed through the student's ESRC Doctoral Training Partnership (DTP). The studentship must be extended by three months to accommodate the internship. Where required, eligible travel and accommodation costs will be supported by the host partner up to a maximum limit of £2,400 for the duration of the internship, with the exception of the Centre for Science and Policy, Parliamentary Office of Science and Technology, National Assembly for Wales Research Service, Northern Ireland Assembly, and the Scottish Parliament Information Centre. Students undertaking internships at one of these host partners will be required to access travel and accommodation costs from other sources, such as their DTP.

Name (please print):	Training Grant Reference Number:
Signature:	Date:

For EPSRC students:

I confirm that the above information is correct. I understand that EPSRC will expect the award holder to continue paying the student their stipend and fees during the internship. The studentship must also be extended for three months to accommodate this internship. These costs must be met from the relevant training grant. Where required, eligible travel and accommodation costs will be supported by the host partner up to a maximum limit of £2,400 for the duration of the internship, with the exception of the Centre for Science and Policy, Parliamentary Office of Science and Technology, National Assembly for Wales Research Service, Northern Ireland Assembly, and the Scottish Parliament Information Centre. Students undertaking internships at one of these host partners will be required to access travel and accommodation costs from other sources, such as the relevant training grant.

Name (please print):	Training Grant Reference Number:
Signature:	Date:

For MRC students:

I confirm that the above information is correct. I confirm that stipend and fee costs can be accessed through the MRC Doctoral Training Partnership (DTP) Supplement or other funds. The studentship must also be extended for three months to accommodate this internship. Where required, eligible travel and accommodation costs will be supported by the host partner up to a maximum limit of £2,400 for the duration of the internship, with the exception of the Centre for Science and Policy, Parliamentary Office of Science and Technology, National Assembly for Wales Research Service, Northern Ireland Assembly, and the Scottish Parliament Information Centre. Students undertaking internships at one of these host partners will be required to access travel and accommodation costs from other sources, such as the relevant training grant. No further supplements will be provided by MRC to support successful internships.

Name (please print):	Training Grant Reference Number:
Signature:	Date:

For NERC students:

I confirm that the above information is correct. I understand that NERC will expect the award holder to continue paying the student their stipend and fees during the internship. The studentship must also be extended for three months to accommodate this internship. Following the completion of the internship, the student will be required to submit a claim form for these costs to NERC. NERC will then arrange for the Research Organisation to be reimbursed. Where required, eligible travel and accommodation costs will be supported by the host partner up to a maximum limit of £2,400 for the duration of the internship, with the exception of the Centre for Science and Policy, Parliamentary Office of Science and Technology, National Assembly for Wales Research Service, Northern Ireland Assembly, and the Scottish Parliament Information Centre. Students undertaking internships at one of these host partners will be required to include these travel and accommodation costs on their claim form submitted to NERC following the completion of the internship. NERC will then arrange for the Research Organisation to be reimbursed.

Name (please print):	Training Grant Reference Number:
Signature:	Date:

For STFC students:

I confirm that the above information is correct. I understand that STFC will expect the award holder to continue paying the student their stipend and fees during the internship. The studentship must also be extended for three months to accommodate this internship. STFC will transfer funds to the Research Organisation to cover these costs. For students hosted by the Government Office for Science, where required, eligible travel and accommodation costs will be supported by the host partner up to a maximum limit of £2,400 for the duration of the internship. For students hosted by the Parliamentary Office of Science and Technology, where required, travel and accommodation expenses up to a maximum of £2,400 for the duration of the internship will be paid by STFC to the Research Organisation.

Name (please print):	Training Grant Reference Number:
Signature:	Date: