

PGR Scholarship Terms and Conditions

If you have been awarded a scholarship, you must read these Terms and Conditions in their entirety, in conjunction with your programme and scholarship offer letters, before you accept your scholarship offer. When you accept your scholarship offer, you are agreeing to these Terms and Conditions.

1. General regulations

- 1.1. The scholarship holder, known henceforth as the 'Scholar', must be registered at the University of York ('the University') as a full-time or part-time postgraduate researcher on a research degree programme.
- 1.2. In addition to the [Policy on Research Degrees](#) and [Regulation 2](#) of the University Regulations, all scholars will be subject to the following Terms and Conditions and are advised to retain a copy of these Terms and Conditions for their records.

2. Scholarship Offer and Acceptance

- 2.1. The Scholar has two weeks from the date of the scholarship offer letter to consider their scholarship offer and must accept the scholarship by the given deadline. Scholarships which are not accepted within this timeframe will be offered to the next reserve candidate.
- 2.2. The scholarship offer letter will specify the start date and duration of the scholarship, the value of the scholarship and, where applicable, the method and frequency of payment.
- 2.3. The Scholar must meet any outstanding conditions attached to their academic (programme) offer prior to enrolling at the University and in order for the scholarship to commence on the start date specified in their scholarship offer letter.
- 2.4. The Scholar should commence their academic course on the specified start date in their offer letter. **Scholarships cannot normally be deferred.**

3. Scholarship value

- 3.1. The scholarship includes:
 - 3.1.1. A full fee waiver at the Home rate (£5,006 for the 2025/26 academic year) for three years.
 - 3.1.2. An annual stipend at the UKRI rate (£20,780 for the 2025/26 academic year) for three years.
- 3.2. The scholarship does not include:
 - 3.2.1. The Continuation Fee.

Should the Scholar on a PhD programme not submit their thesis by the end of their normal period of enrolment, they will enter their continuation period and will be invoiced for a Continuation Fee. This is to remain as a candidate for the degree concerned and to retain access to computing and library borrowing facilities. This fee is not covered by the scholarship and should be paid by the Scholar within two weeks of receipt of the invoice.

The Continuation Fee will be refunded, on request, if the Scholar submits their thesis within three months of the end of their normal period of enrolment.

4. Payment of the award

- 4.1. Fee waivers are handled internally and will be deducted directly from the Scholar's fee account with the University.
- 4.2. Stipends are normally paid quarterly.
- 4.3. The Scholar must enter their bank account details [online](#) as soon as possible after enrolling to ensure they receive their first payment on time. It is the Scholar's responsibility to ensure we have accurate and up-to-date bank details at all times.
- 4.4. Payments will be made by BACS transfer, and to a UK bank account held by the Scholar.

5. Scholarship duration

- 5.1. The scholarship will be tenable for the Scholar's normal period of enrolment, as defined by the [Policy on Research Degrees](#) (Section 7) which is 3 years and confirmed in the Scholar's scholarship offer letter.
- 5.2. Continued receipt of the scholarship is subject to the Scholar's satisfactory academic progress, as assessed via the University's Formal Review of Progress process outlined in the [Policy on Research Degrees](#) and the Thesis Advisory Panel, and the Scholar's continued enrolment as a postgraduate researcher of the University.
- 5.3. Should the Scholar secure alternative or additional sources of funding, they must inform the University (by contacting pgr-administration@york.ac.uk) within two weeks, in which circumstances the University has discretion to withdraw or reduce pro rata the value of the scholarship to which these terms and conditions apply.

6. Study mode

- 6.1. This Scholarship is offered for full-time study. The mode of study must be agreed between the University and the Scholar in advance of enrolment and award of the scholarship.
- 6.2. A change of study mode from full-time to part-time will not ordinarily be permitted.

Where a change of study mode nevertheless becomes necessary, it will affect the Scholar's schedule of funding:

- 6.2.1. A Scholar who transfers from full-time (100%) to part-time (50%) will have their stipend payments reduced pro rata, and the funded period extended accordingly.
- 6.2.2. A Scholar who transfers from part-time (50%) to full-time (100%) will have their stipend payments increased pro rata, and the funded period reduced accordingly.
- 6.3. Where applicable, the Scholar's visa may impose additional restrictions upon their ability to change mode of study which take precedence over these terms and conditions and which, for the avoidance of doubt, shall be regarded as beyond the control of the University.

7. Change of programme

- 7.1. This Scholarship is for a named programme as set in the Scholar's programme offer letter. If the Scholar wishes to transfer to another programme within the University they may do so only with the permission of both the sending and receiving department/school. A transfer of programme will terminate the scholarship and the Scholar will be required to repay any advance funding they have received.

8. Leave of absence

- 8.1. A leave of absence, as defined by the [Policy on Research Degrees](#), may be granted to allow the Scholar to take an authorised break in their studies for a documented medical or personal reason. The normal maximum total leave of absence permitted by the University in a programme of study is 24 months.
- 8.2. Scholarship payments will normally be suspended during any period of leave of absence until the Scholar has re-enrolled and resumed their studies at the University.
- 8.3. Where applicable, the Scholar's visa may impose additional restrictions upon their ability to take leave of absence which take precedence over these terms and conditions and which, for the avoidance of doubt, shall be regarded as beyond the control of the University.
- 8.4. **Illness**
 - 8.4.1. Where the Scholar is ill for a continuous period of seven days or more, they must obtain a medical certification evidencing their inability to work and report their illness to their supervisor(s) and the Graduate Chair of their department/school.
 - 8.4.2. Should a period of illness exceed, or be expected to exceed, four weeks, the Scholar should request a leave of absence.

8.5. Maternity, paternity, adoption and shared parental leave

- 8.5.1. Scholars who give birth during their funded period will be entitled to up to 52 weeks of maternity leave or shared parental leave. The first 26 weeks will be paid at the full stipend rate, pro-rated as necessary if part time, the following 13 weeks will be paid at the a level commensurate with statutory maternity pay, and the final 13 weeks will be unpaid. The total period of the scholarship will be extended by the period of leave taken.
- 8.5.2. Up to two weeks' paid paternity leave may be taken in either one two-week block, or two one-week blocks, at any time from and within 15 weeks of the expected birth date of the baby.
- 8.5.3. Partners may be entitled to up to a maximum 50 weeks of Shared Parental Leave; this may include paid and unpaid leave, depending on the individual circumstances.
- 8.5.4. Adoption leave should be granted on the same basis as maternity leave .
- 8.5.5. For the purposes of the scholarship, there is no qualifying period for maternity, paternity, adoption or shared parental leave and there is no limit to the number of periods of maternity, paternity, adoption or shared parental leave that can be taken during a scholarship.
- 8.5.6. The University will be entitled to recover the total value of maternity, paternity, adoption or shared parental funding from Scholars who decide not to return to study after maternity, paternity, adoption or shared parental leave, and Scholars will repay this on demand.
- 8.5.7. Applications for parental leave of one month or longer should be made via the University's leave of absence procedure.

9. Withdrawal

- 9.1. Should the Scholar withdraw before the end of their normal period of enrolment they must notify their department/school and / or pgr-administration@york.ac.uk within two weeks.
- 9.2. Stipend payments are normally paid quarterly in advance. Where the Scholar withdraws during a period for which they have already received funding, they must return the funding for the period between their withdrawal date and the end of the quarter within which their withdrawal date falls. Any further payments to the Scholar shall cease.

10. Termination of the scholarship

- 10.1. If the scholarship is terminated prematurely (before expiration of the full period envisaged

or intended at the outset) for any reason, during a period for which the Scholar has already received funding, they shall immediately pay back the funding received for the period between their actual date of termination and the end of the quarter within which their actual date of termination falls.

- 10.2. The University is entitled to terminate the scholarship upon the giving of 10 working days' notice in writing, when progress or performance is deemed to be unsatisfactory (e.g. if the Scholar fails a Formal Review of Progress or as a consequence of academic or research misconduct). The Scholar should therefore inform their supervisors and their Graduate Chair / Director of Research Programmes of any problems or difficulties they encounter that affect their studies at the earliest opportunity.
- 10.3. If the Scholar submits their thesis before the end of the scholarship, the scholarship will be terminated on the date of submission.
- 10.4. If the Scholar takes up full-time employment (about which they should notify the University immediately) whilst in receipt of the scholarship, the scholarship will be terminated as of the first day of that employment.

11. Promotional activities

- 11.1. By accepting the scholarship, the Scholar agrees that they can be approached by the University for permission to use their details for promotional purposes including, but not limited to, providing a case study which may be used in University publications or on the website. The Scholar's permission will be sought for each new piece of promotion, but shall not be unreasonably withheld.

12. Additional Terms and Conditions

- 12.1. Where applicable, additional Terms and Conditions associated with the scholarship will be laid out in Schedule 1.
- 12.2. Nothing in these Terms and Conditions creates an employment relationship between the University and the Scholar.
- 12.3. These Terms and Conditions are personal to the Scholar and may not be assigned to any other party.
- 12.4. No one who is not a party to these Terms and Conditions is intended to or may benefit from its terms because of the Contracts (Rights of Third Parties) Act 1999.
- 12.5. These Terms and Conditions are governed by the laws of England and Wales.

I accept the offer of a York Law School Scholarship at the University of York and I agree to abide by the Terms and Conditions as set out above.

Name: (PLEASE PRINT)

Signature:

Date:

Schedule 1

Additional Terms and Conditions

[TO KEEP IN / DELETE AS APPROPRIATE: No further terms and conditions apply to this scholarship.]

Definitions

The Scholar / You:

The postgraduate researcher who is the subject of a Scholarship and who will enter into a contract with the University.

University / Us:

The University of York.

Programme:

The programme of study to which the Scholarship has been applied, and for which the Scholar is registered, as referred to in the Programme Offer Letter.

Programme Offer letter:

The formal letter from PG Admissions at York offering a place to study at the University on a given programme.

Scholarship:

The funding awarded to the Scholar for their specific programme of study.

Scholarship Offer Letter:

The formal letter from a department/school or Postgraduate Research Administration detailing the funding awarded to the Scholar.