Covid-19 PhD Scholarship Fund (CPSF) extension request form

Prior to completing this form, please read the guidance FAQs found here:

https://www.york.ac.uk/research/graduate-school/fees-funding/covid19-scholarship-fund/

Please note that your supervisor will be asked to view and comment on your application. You will be able to request that your application is NOT shared later on in the form (however your supervisor will still be asked for general comment).

UKRI only: The grant holder, as the representative of the funder, may also be asked for any general comment they may wish to make regarding the grant as a whole (i.e. any known equipment issues, lab access etc).

The respondent's email (null) was recorded on submission of this form.
*Required

1. Email *

About you
This section of the form will ask you to give some details regarding your status as a student at York.

2. First / Given name *

3. Surname / Family name *

4. Student Number *
9-digit number found on the back of your University card, usually starting 10* or 20*.
5. Department *

Mark only one oval.

- Centre for Applied Human Rights
- Archaeology
- Biology
- Chemistry
- Centre for Women's Studies
- Computer Science
- Economics & Related Studies
- Education
- Electronic Engineering
- English
- Environment & Geography
- Health Sciences
- History
- History of Art
- York Law School
- York Management School
- Mathematics
- Centre for Medieval Studies
- Philosophy
- Physics
- Language & Linguistic Science
- Music
- Philosophy, Politics and Economics
- Politics
- Psychology
- Social Policy & Social Work
- Sociology
- Theatre, Film, Television and Interactive Media
6. Supervisor name *


7. What was your programme start date? *

i.e. the start date of your PhD programme

Example: 7 January 2019

8. What is your current mode of study? *

Mark only one oval.

- Full time
- Part time
- Other: 

9. What is your current thesis submission deadline? *

This is your thesis submission deadline NOT your funding end date. You will be asked about your funding end date in the next section.

Example: 7 January 2019

In order to ensure you give us the right information, please select below if you are:

- Self funded (i.e.either receive a loan for your living costs and your tuition fees OR fund yourself via employment or personal finance).

If you are not self funded then you should select ‘No’ and the following will be assumed:

- That your fees and living costs are paid by either the UKRI, the University of York (including departmental or YGRS studentships) or a (usually UK based) external funder.

More information on this will be requested in the following sections.
10. Are you OR were you a self funded student during your period of enrolment? *  
Self funded means either receive a loan for your living costs and your tuition fees OR fund yourself via employment or personal finance  

Mark only one oval.

☐ Yes  Skip to question 17
☐ No  

12. CATEGORY 2 - I am a UKRI funded student:  
(a) who receives a full award (i.e. fee waiver and stipend) AND (b) whose funding started before 01 March 2020; AND (c) whose funding ends after 30 September 2021; AND (d) who has not received a previous funding extension in relation to COVID-19; AND (e) who is unable to adapt or mitigate the impact of COVID-19 on my project because, for example, I am a disabled student, I have a long-term illness, I am neurodivergent, I am a care leaver, I am estranged and/or I have caring responsibilities.  
(Please note this list is not intended to be exhaustive.)

Mark only one oval.

☐ Yes, I confirm I meet statements (a), (b), (c), (d) and (e) of Category 2  Skip to question 19
13. CATEGORY 3 - I am a student funded by or via the University of York (i.e. where the University disburse the stipends, whatever the ultimate source of funding - UK funders only, excluding UKRI):

(a) who receives a full award (i.e. fee waiver and stipend) AND (b) whose funding end date falls between 01 April 2021 and 30 September 2021; AND (c) who has not received a previous funding extension in relation to COVID-19

Mark only one oval.

☐ Yes, I confirm I meet statements (a), (b) and (c) of Category 3
   Skip to question 19

14. CATEGORY 4 - I am a student funded by or via the University of York (i.e. where the University disburse the stipends, whatever the ultimate source of funding - UK funders only, excluding UKRI):

(a) who receives a full award (i.e. fee waiver and stipend) AND (b) whose funding started before 01 March 2020; AND (c) whose funding ends after 30 September 2021; AND (d) who has not received a previous funding extension in relation to COVID-19; AND (e) who is unable to adapt or mitigate the impact of COVID-19 on my project because, for example, I am a disabled student, I have a long-term illness, I am neurodivergent, I am a care leaver, I am estranged and/or I have caring responsibilities. (Please note this list is not intended to be exhaustive.)

Mark only one oval.

☐ Yes, I confirm I meet statements (a), (b), (c), (d) and (e) of Category 4
   Skip to question 19

15. CATEGORY 5 - I am an international student funded by the government or an organisation based in my home country who has been unable to secure further financial support from my funder (and can provide evidence to this effect):

(a) who receives a full award (i.e. fees and stipend) AND (b) whose funding started before 01 March 2020; AND (c) whose funding ends on or after 30 September 2021; AND (d) who has not received a previous funding extension in relation to COVID-19; AND (e) who is unable to adapt or mitigate the impact of COVID-19 on my project because, for example, I am a disabled student, I have a long-term illness, I am neurodivergent, I am a care leaver, I am estranged and/or I have caring responsibilities. (Please note this list is not intended to be exhaustive.); AND (f) who has requested additional funding support from their sponsor and had had that request denied (and can provide evidence)

Mark only one oval.

☐ Yes, I confirm I meet statements (a), (b), (c), (d), (e) and (f) of Category 5
16. Please confirm that you have forwarded evidence that your funder has denied your request for financial assistance to cpsf-enquiries@york.ac.uk

Tick all that apply.

☐ Yes

Skip to question 24

Eligibility

PhD researchers who are self funded and:

(a) whose doctoral studies started before 01 March 2020; AND
(b) who are within their enrolment period OR in their Continuation Year but were self funding throughout their enrolment period; AND
(c) who are unable to adapt or mitigate the impact of COVID-19 on their project because, for example, they are a disabled student, have a long-term illness, are neurodivergent, a care leaver, estranged and/or have caring responsibilities.
(Please note this list is not intended to be exhaustive.)

UK PhD students who are self-funded are able to apply for a partial reimbursement of tuition fees of up to three months of 2020/21 UK Home fee rate.

International self-funded PhD researchers are able to apply for a one off maintenance award equivalent to the value of three months of 2020/21 UK Home fee rate.

*please note that being sponsored by an overseas employer, organisation or government is not considered self-funding for CPSF purposes.

17. I am (a) a self funded student whose doctoral studies started before 01 March 2020; AND (b) am within my enrolment period OR in the Continuation Year and was self funding throughout my enrolment period; AND (c) am unable to adapt or mitigate the impact of COVID-19 on my project because, for example, I am a disabled student, I have a long-term illness, I am neurodivergent, I am a care leaver, I am estranged and/or I have caring responsibilities. (Please note this list is not intended to be exhaustive.)

Mark only one oval.

☐ Yes, I confirm I meet statements (a), (b) and (c).
18. **My fee status is:**

*Mark only one oval.*

- [ ] I pay the Home/UK tuition fee rate   **Skip to question 24**
- [ ] I pay the International fee rate   **Skip to question 24**

**Skip to question 24**

**Your funding**

This section will ask about your funding and also what duration of extension you are requesting (up to three months in the first instance)

19. **Funder** *

Please select your funder from the drop down list. If you are unsure or are funded by more than one of these sources, please select 'other' and give details.

*Mark only one oval.*

- [ ] AHRC (Arts & Humanities Research Council)
- [ ] BBSRC (Biotechnology & Biological Sciences Research Council)
- [ ] ESRC (Economic & Social Research Council)
- [ ] EPSRC (Engineering & Physical Sciences Research Council)
- [ ] MRC (Medical Research Council)
- [ ] NERC (Natural Environment Research Council)
- [ ] STFC (Science & Technology Research Council)
- [ ] Departmental scholarship
- [ ] University of York scholarship
- [ ] YGRS Overseas Research Scholarship
- [ ] External UK funder (stipend paid via the University of York)
- [ ] Other (you can give further details in the next question)
20. If you selected 'Other' funder - please give details:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

21. What was the initial length of your funded period? *

Tick all that apply.

☐ 3 years
☐ 3.5 years
☐ 4 years
Other: ☐

22. What is your current funding end date? *

Example: 7 January 2019

23. Please confirm that you have not previously had ANY funded extension from ANY source on Covid-19 grounds. *

Tick all that apply.

☐ Yes I confirm
Other: ☐
Your funding extension request

This section asks you to give details of the reasons for your funding extension request.

For funded students, this request is for a stipend extension (therefore you MUST have confirmed in section 4 that you are in receipt of a stipend that can be extended if successful)
For self funded students, this request is for a fee reduction or refund equivalent to the duration requested (UK/Home fees 2020-21)

Your supervisor will be given sight of your request and asked for comment. If you do not wish your supervisor to view your request then you can indicate this further on in the form.

You are not required to provide any evidence.

PERSONAL AND / OR ACADEMIC CIRCUMSTANCES

We appreciate that there may be a temptation to add something to both sections below. However, if you provide a strong answer to one, and then write something vague which scores poorly for the other, you will - due to the weightings described in the FAQs - end up with a lower overall score than you would have received if you'd only completed one of these sections. Therefore, you should ONLY complete both sections if you have experienced and can clearly articulate experiencing impact in both areas.

24. Duration of extension requested (or award equivalent for self funded researchers) *

Up to 3 months in the first instance - a further request may be possible if there are exceptional circumstances and if the funds are available.

* Mark only one oval.

○ 1 month
○ 2 months
○ 3 months
25. Please select one or more reason(s) for your funding extension request *

Up to 3 months in the first instance - a further request will be possible if there are exceptional circumstances.

Tick all that apply.

☐ lack of access to research resources and facilities
☐ interruption of data collection and/or fieldwork
☐ increased caring responsibilities
☐ health or wellbeing affected (e.g. disability, long-term illness (including mental health), neurodivergence, and/or caring responsibilities. (Please note this list is not intended to be exhaustive)
☐ Other (you can give further details in the next sections)

26. Please explain in more detail what your PERSONAL circumstances were [150 words max]

Please explain here the impact of any personal circumstances which have had an impact on your progress.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

27. Please explain in more detail what your ACADEMIC circumstances were [150 words max]

Please explain here the impact of any academic circumstances which have had an impact on your progress (e.g. lack of access to labs, cancelled fieldwork etc). Please ensure you give ALL the relevant information relating to academic impact in this section.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
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Adjustments

We are expecting that all students and their supervisors should explore, if they have not already, what can be done to adapt their doctorate to ensure they can complete it within their original [funded] period.

In this section, we want you to give further details on this in relation to your own project.

For self funded students, please apply the same principle as to why you are requesting assistance with tuition fees.

28. What adjustments have already been made to your research to mitigate for the impacts of Covid-19? [150 words max] *

29. What adjustments have you not been able to make (and why)? [150 words max] *

30. Why are the adjustments you have not been able to make vital (rather than preferred) for your thesis? [150 words max] *
31. Please outline how you ensure that the adjustments will be achieved in the extension period should you be successful? [150 words max] *

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

32. Your supervisor will be asked for their input following submission of this form, are you happy for them to view your response to this form? (If not then your supervisor will be contacted separately for their general comment) *

Mark only one oval.

☐ Yes
☐ No

Confirmation of application

33. I confirm that I have completed this request for a funded extension to the best of my ability. Please type your name to confirm. *

________________________________________________________________________________________

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