

ARTS UNIVERSITY BOURNEMOUTH

ARTS UNIVERSITY BOURNEMOUTH RESEARCH DEGREE FEES ONLY BURSARY TERMS AND CONDITIONS 2024-25

- 1.0 These Terms and Conditions relate only to Arts University Bournemouth (AUB) Research Degrees Fees only Bursaries. They should be read by the research student in receipt of a Bursary and by the relevant academic staff responsible for supervising and managing research students. These regulations should be read in conjunction with the Research Degrees Handbook & Regulations of University of the Arts London who award the University's research degrees.
- 2.0 Rules**
In accepting an AUB Research Degree Fees only Bursary, you will be confirming acceptance of these Terms and Conditions. You also agree to abide by the Arts University Bournemouth Research Ethics Policy and Procedure.
- 2.1 Tenure of the bursary**
The Bursary covers fees for part-time research degree study (MPhil/PhD) at the Home rate. Funding will be for a designated period of supervised study on a part-time basis for a period of up to five years. There will be no further funding after the designated period.
- 2.2 You will normally be expected to start your PhD on the first day of the postgraduate academic year.
- 2.3 Continuation of the Bursary is subject to satisfactory academic progress and engagement with the University. Progress will be measured through regular meetings between you and your supervisory team recorded in supervisory record sheets, and the formal annual monitoring and progression reviews as outlined in the Research Degrees Handbook & Regulations. If you progress in accordance with the expectations outlined in these regulations, your Bursary will also continue uninterrupted.
- 2.4 You must attend research methodology training provided by Arts University Bournemouth (AUB) and University of the Arts London Research Network (RNUAL).
- 2.5 You are expected to contribute to and engage with activities in support of developing the research culture at AUB including research conferences, symposia, and research groups.
- 2.6 You must attend and maintain regular contact with the supervisory team and meet all expected milestones as outlined in the Research Degrees Handbook and Regulations.
- 2.7 The University expects that, by the end of the funding period, you will have achieved the qualification for which the bursary was granted. This means you will have submitted a final copy of your thesis for examination, prior to the end of the funding period.
- 2.8 The research degree must be undertaken in your own time.

3.0 Funding

The Bursary covers the waiver of the part-time research student fee at the Home rate.

- 3.1 Funding will cease once you have submitted your doctoral thesis. This includes instances in which you submit earlier than expected.
- 3.2 Should you not complete your studies within the period of the Bursary award, the study period may be extended provided the timescale is within the maximum permitted by UAL Regulations. In these circumstances you will be required to pay fees for the additional study period.

4.0 Disabled Students' Allowance (for UK students only)

If you have a long-term disability which means you are obliged to incur additional expenditure in connection with your study you may be eligible for an extra allowance. This can cover costs relating to additional daily expenses, special equipment or non-medical help. For further information please contact the Senior Disability Advisor disability@aub.ac.uk

5.0 Interruptions to study

In the event that you wish to take leave, or suspend your studies for whatever reason, you must inform your supervisory team immediately. In the case of unauthorised absences the University may invoke disciplinary procedures which could result in termination of the Bursary.

6.0 Study Time and Holiday Entitlements

Holiday requests must be approved by the supervisory team, prior to the period requested. The University will not unreasonably withhold approval, but in general you are expected to commit about 17.5 hours per week to your studies for a total of 42 weeks in the year.

7.0 Maternity leave

If you fall pregnant and the expected week of childbirth is during the period of the Bursary, you will be entitled to suspend your studies for up to 12 months. You will need to notify the Research Office two months before you intend to return to study.

8.0 Illness

If AUB accepts that you may suspend your studies for reason of illness, it is usual for the University to seek medical confirmation before permitting you to recommence your studies and the Bursary to be reactivated. If the illness lasts for longer than two years, the University will consider your continued status as a research degree student and may, at the sole discretion of the University of the Arts Research Degrees Sub-Committee, determine that your registration should be terminated. At this point the Bursary would be discontinued. The only right of appeal against this decision would be using the appeals process in the academic regulations.

9.0 Suspension

You may suspend your studies for a period formally approved by your supervisory team, Director of Research and Development (as chair of Research Degrees Committee) and University of the Arts London Research Degrees Sub-Committee. The process for the approval of suspension is set out in the Handbook and Regulations.

10.0 Change of mode of study

In very exceptional circumstances you may be permitted to apply for a change of mode of study to full-time. If the change of mode of study is approved, the end date and period of funding will be recalculated on a pro rata basis. You would be liable to pay the difference in fees between the full and part-time rate.

11.0 Transfers

If you request to transfer to another Higher Education provider (HEP) during the period of your bursary with AUB, payment of fees will cease immediately on confirmation of transfer.

12.0 Termination of the Bursary

For the avoidance of doubt, and to summarise the points in the foregoing document, the Arts University Bournemouth may terminate your registration in the following circumstances:

- There is a lack of academic progress;
- There is a loss of contact;
- Your behaviour is deemed to be unsatisfactory and you are required to withdraw your registration for your programme of study at the conclusion of a formal process.

13.0 Acceptance of Terms and Conditions

I accept the offer of the AUB Bursary and agree to abide by these terms and conditions.

Name of Award Holder: _____

Date: _____

Signature of Award Holder: _____