



Date submitted to Graduate School by Student (recorded by the Graduate School)

RESEARCH DEGREE: Training and Development Application Form

This form should be used by Doctoral MPhil or MPhil/PhD candidates to apply for approval to utilise their annual training and development allowance. The form must be completed electronically by the candidate, approved by the Director of Studies and sent to research.degree@solent.ac.uk in the Graduate School, who will make arrangements for the application to be considered by the Chair/Deputy chair of RDC.

PART A: THE CANDIDATE

1. Surname/Family Name:

2. First Name(s):

3. Student ID Number:

| | | | | |
|---------------------------|------------------------------|---|-------------------------------------|--------------------------|
| 4a. Department | Department of Arts & Music | Department of Business & Law | Department of Science & Engineering | Warsash Maritime School |
| | Department of Sport & Health | Department of Social Sciences & Nursing | Department of Film & Media | |
| 4b. Research Theme | Engineering & Environment | Human Function & Health | Media, Culture & the Arts | Social Research & Policy |

5. Start Date:

6. Mode of Study:

| | | | |
|-----------|--------------------------|-----------|--------------------------|
| Full-Time | <input type="checkbox"/> | Part-Time | <input type="checkbox"/> |
|-----------|--------------------------|-----------|--------------------------|

7. Expected thesis submission date:

PART B: TRAINING AND DEVELOPMENT REQUEST

A maximum of £500 is available to every Doctoral candidate in each academic financial year (1 August – 31 July) to undertake research development activities.

Please note the allowance cannot be applied retrospectively and cannot be rolled over into the next academic financial year.

(If your request is specifically for travel or accommodation expenses you will also need to complete a travel form, please request this from research.degree@solent.ac.uk).

8. Please supply details on the nature of the training and development request:

| Nature of Request | Cost | Details (include breakdown of expenses and suppliers) | Relevance to doctoral studies (Explanation of how the request will further your Doctoral Studies) |
|-------------------|------|--|--|
| | | | |

| | | | |
|---|--|--|--|
| Specialist Training | | | |
| Conference, other event (please indicate if attending or presenting) | | | |
| Travel / Accommodation | | | |
| Other (Please supply full details) | | | |

Please note, requests for IT equipment, software and library subscriptions are not included within the Doctoral Student training and development fund, please discuss your needs with your supervisory team and request support from ICT and the Library respectively.

PART C: DIRECTOR OF STUDIES/SUPERVISORY TEAM AUTHORISATION

Signed by the DoS/Member of Supervisory Team:

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Print Name:

| | | |
|--|--------------|--|
| | Date: | |
|--|--------------|--|

PART D: RESEARCH DEGREE COMMITTEE APPROVAL

Signed by Chair of RDC/Budget Holder Approval

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Print Name:

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|--|--------------|--|
| | Date: | |
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Available T&D allowance remaining for academic period (to be completed by the Graduate School)

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|--|--------------|--|
| | | |
| | Date: | |