

A.J. PRESSLAND FUND BURSARY APPLICATION GUIDANCE

Bursaries for Language Study Abroad for Science and Medical Students

Please go to our <u>work and study abroad Moodle</u> for further information on choosing a short language course abroad.

Administered by the Language Centre, the AJ Pressland Fund offers bursaries of up to £1,000 to support language study abroad for students within the Schools of the Biological Sciences, Clinical Medicine, the Physical Sciences and Technology. The number of bursaries is not predetermined.

Students should be planning to study a language overseas for a minimum of one week and a maximum of four weeks during the Long Vacation for a minimum of 18 hours per week (preferably 20+ hours per week), and funds awarded may be used to support course fees, accommodation and travel to and from the destination country as required.

Note for Medical Students

Medical students are encouraged to apply to take language courses linked to their electives in their 5th year, with the language course being taken immediately prior to the elective. Students will only receive one round of funding from the Pressland Fund. If there is an exceptional reason for a medical student to apply in earlier years and they gain funding then, they will not be funded again in their 5th year.

Application Process

There are two stages to the online application process, which works like this:

- you complete the online application form;
- you submit your application; after this you may not make any changes yourself to the application;
- your named referee receives an email from the system asking them to log in to provide a supporting statement for your application;
- once your referee has provided their supporting statement you will receive an email to tell you that your application is complete;
- your referee has one week from the closing date for student applications to provide their supporting statement.

Eligibility

Applications must be received by the advertised deadline in order to be considered. If you would like to apply but, for any reason, cannot meet the deadline, please contact us as soon as possible in advance of the deadline as it may be possible to seek a limited extension in exceptional circumstances.

In order to be eligible for a bursary, applicants must:

- be current students of the University of Cambridge; visiting students are not eligible
- be studying within one of the Schools of the Physical Sciences, the Biological Sciences, Technology or Clinical Medicine (see http://map.cam.ac.uk/directory/ for details)
- either: have a confirmed place to continue their studies at the University of Cambridge in the next academic year (students who are currently intermitting, on a year abroad or applying to convert their MPhil to a PhD are all counted as having a confirmed place for this purpose)
- or: have an application pending for a new programme of study in the next academic year
 NB you must be returning to study within one of the Schools mentioned above

Students taking the Clinical Medicine Tripos, who are temporarily studying in another Faculty or Department as provided for by the regulations governing the Clinical Medicine Tripos, are eligible to apply and should enter their 'home' course name and Faculty / Department.

Bursaries are intended for the benefit of the applicant only and are not transferable. Bursaries are for use during the long vacation in the year the award is made only and are not transferable; if successful applicants are not able to complete the course in the specified year, the bursary must be repaid in full and a new application submitted in the following year.

Eligible projects must:

- enable the applicant to study a foreign language overseas
- take place over the long vacation at the end of the current academic year
- last not less than one week and not more than four weeks
- be supported by a recommendation from your Tutor or Supervisor

Applicants should demonstrate that the following criteria are met:

- successful prior language learning (in the language needed where possible)
- demonstrable benefit to your studies, research and/or future career aspirations
- where possible, successful completion of a CULP course or courses (in the Language Centre) or in the Centre for Languages and Inter-Communication in the Department of Engineering; if you are studying your first CULP or CLIC course at the time of application, please note this on your application form. Please note that it is NOT essential to have completed a CULP or CLIC course in order to apply for a bursary
- that you will be completing intensive (i.e. minimum 18 hours per week) language training
- your reason for choosing this particular course
- a strong case for your choice of destination. For example, if wishing to take a course in Latin America rather than Spain, the reasoning should be provided and/or comparative costs of the project including course fees, accommodation and flights should be considered. Consideration should also be given to the added carbon footprint of longhaul travel.

Please note that previous successful applicants are unlikely to be supported for a second time.

Applications can be made for:

- course fees
- travel costs *
- accommodation **

If your ability to pay for your chosen course, travel costs and accommodation is dependent on the outcome of your application then please supply cost information to the best of your ability.

Bursaries will be paid to successful applicants in two instalments: one on acceptance of the award, the other on submission of a project report. Only project reports received by **31 October** of the year in which the bursary is awarded will be considered by the Bursary Committee for an additional special award of £150.

^{*} travel costs will only be met where language study is the main or only reason for your trip, and only covers travel to and from your destination country

^{**} accommodation costs will only be met for the duration of the language courses

Supporting Statements

Your named referee (tutor, supervisor or DoS) will have a maximum of one week after the application deadline to provide their statement of support. Please check that your referee will not be on research leave / away from Cambridge, or otherwise unable to provide a statement of support for your application *before* you submit your application. Referees will be notified of their deadline date; any applications without a statement of support after this deadline will *not* be considered.

Your named referee will receive a system-generated email prompting them to log in to the system to provide their supporting statement (via upload or manually entering text into a box), and you will receive another system-generated email to let you know when they have done this. If you have not received this notification after a week or so, please check with your referee that the email asking them to provide their supporting statement has not ended up in a spam / junk folder.