**UKRI Indicative Survey of Likely Needs for** **Studentship Extensions due to Disruption from COVID-19**

**PGRs with stipend funding ending on or after 1st April 2021**

We are required to provide UKRI with indicative information on extensions for **all** DTP-funded students with *funding* end dates (i.e. not *submission* dates) from 1st April 2021 onwards. They require this information to help them understand the impact of COVID-19 on this group of PGRs, and to inform their review of extension provision. This form is **not an application for funding**, but the information supplied here may be subsequently used for that purpose.

The online form available [here](https://forms.office.com/Pages/ResponsePage.aspx?id=lYdfxj26UUOKBwhl5djwkLOI7KYpfQpHpvgJvDD8TE1URUlXRkpRNVBNMEpHMllBRUNMWDBDV1JWUy4u) should be completed by **15th June 2020.**

In this survey we are asking for **best estimates** on the length of extensions that might be required. We recognise it will take some time to understand the implications of COVID-19 on an individual PGR’s research. This is necessarily only a snapshot of current circumstances. Neither you, nor we, will be held by UKRI to the estimates you provide here of your current expectations.

We **may need to survey you again** at a later date in view of the outcomes of UKRI’s deliberations, and the unfolding impacts of the COVID-19 pandemic. UKRI will make an initial review their current extension policy over the summer (2020), based in part on the data from this survey. As ever, if you have urgent requirements then contact us immediately via the EnvEast or ARIES email boxes.

The data in the form will be used to make a return of **aggregated data** on your behalf to UKRI’s survey by their deadline of 30th June 2020. No personally-identifiable information will be submitted. Data you submit will be collected, stored and used in accordance with the data protection policies of the University of East Anglia: <https://portal.uea.ac.uk/information-services/strategy-planning-and-compliance/regulations-and-policies/information-regulations-and-policies/data-protection/documents>.

We ask **all eligible PGRs** to complete this survey, even if you do not currently require an extension, so that we can ensure all PGRs are accounted for, and provide UKRI with a complete picture.

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**Guidance notes**

**Background**

* 1. You should only complete this form if you are a PGR funded in whole or in part by the EnvEast or ARIES DTP, including those with NPIF funding (i.e. you hold a studentship offer letter from us), and you have not submitted your doctoral thesis, and your last day of stipend funding presently falls after 31 March 2021. “Associated” EnvEast and ARIES PGRs, including those funded via other NERC mechanisms such as ‘Industrial CASE’, should consult with their Supervisors of University Postgraduate Offices/Doctoral Colleges for potential alternative support.
	2. This is an **indicative survey** of the impact of COVID-19 and is not an application for funding.
	3. For full details of UKRI’s guidance please see: <https://www.ukri.org/news/coronavirus-impact-on-ukri-supported-research/>.
	4. The UKRI guidance provides further details of what circumstances are considered as justifying a claim; these are not limited to lab closures and field work cancellation, but may include caring responsibilities, and other personal circumstances.
	5. UKRI has provided the following guidance to research organisations that: “In considering the length of extension required, we ask that you consider what the student had expected to achieve with their research by the end of their existing funding end date, and the length of additional time now required to achieve it (accepting they may still need to follow alternative methodologies or may not be able to fully replicate the expected training experience).”
	6. They further note that “any extension proposed should only be to enable PGRs to complete their doctoral work. and should not be used, for example, to provide additional resources to carry out more research beyond doctoral work or time for writing papers once the doctoral work is complete”.
	7. Time should not be included to undertake any placement, unless the placement is critical to completing the thesis research, or is an integral part of the training scheme. This may include pre-defined CASE placements that are integral to the thesis research and training.
1. **Process**
	1. We are asking for your **best estimate** on the length of extension that may be required, recognising it will take some time to understand the impact of COVID-19 on your research and the extent of mitigation that can be made.
	2. You must discuss this with your Primary Supervisor before completing the form, and in submitting it you are confirming that your Supervisor supports your statement. We may need to seek further information from you or your Supervisor.
	3. PGRs who *do not wish to disclose sensitive personal issues* to their supervisors will be provided with contact details of alternative professional staff who can handle their cases, upon request. Please contact the DTP mailbox if this applies.
	4. You should collect and retain copies (originals not required) of evidence *where available*, including medical certificates, personal statements, e-mail correspondence, etc., should we or UKRI subsequently require sight of these. In addition, you must maintain a Project Risk Register (download from <https://www.aries-dtp.ac.uk/coronavirus/>). We do not need to receive these documents at the present time.
2. **Extension Requests**
	1. We require you to complete this form to provide UKRI with the indicative information they have requested regarding extensions. At this stage it is not a request for a funded extension.
	2. Funding extension requests from students with funding ending on or after 1 April 2021 will be considered on a case-by-case basis once further guidance is received from UKRI.
	3. Please note that if an extension is approved it will relate to a **funding extension** only and does not automatically result in an extension to your period of study and/or registration, or your deadline for thesis submission. These may require a concession from your University of Registration. Such requests typically need to be submitted 3 - 6 months in advance. Your University Postgraduate Office will likely have already issued guidance on this; please consult with them for further information. The DTP does not take any part in this process.

If you have any queries or concerns regarding the funding extension process, including any confidential enquiries, then please contact the EnvEast/ARIES Office.