

Scholarship Terms and Conditions

Contents

Scholarship Terms and Conditions	1
1. Introduction	2
2. About the Harding Distinguished Postgraduate Scholarship	2
3. University regulations	2
4. Code of Practice	2
5. Immigration	2
6. Scholarship Tenure and residency requirements	2
7. Jointly funded Scholarships.....	3
8. Academic progress	4
9. University Composition Fee	4
10. Maintenance allowance	4
11. Setting up a UK bank account	5
12. Personal Research Allowance	5
13. Fourth year maintenance	5
14. Submission.....	5
15. Private rental agreements.....	6
16. Dependants	6
17. Working while you study.....	6
18. Receiving substantial additional funding from other sources	6
19. Safeguarding and insurance	7
20. Leave to Work Away (LTWA)	7
21. Internships and placements.....	7
22. Intermission	8
23. Changes to student status	8
24. Sickness pay	8
25. Parental leave and pay	8
26. Financial assistance funding.....	9
27. Scholar support	9
28. Tax and debt	9
29. Promoting achievements	9
30. Acknowledging the HDPSP, Intellectual Property, visual identity	10
31. Publicity and privacy	10
32. Harding Scholar council and community	10

1. Introduction

As a Harding Distinguished Postgraduate Scholar, you are one of the most academically strong applicants to the University of Cambridge. The HDPSP expects Scholars to be fully committed to their study and research in order to successfully complete their degrees.

This document sets out the key terms and conditions, requirements, and benefits of the Harding Distinguished Postgraduate Scholarship.

Please read these Terms and Conditions in full as the HDPSP expects all Scholars to follow them. Scholars will be informed periodically as updates are made. The HDPSP may amend the HDPSP terms and conditions at any time. All updates will take place with immediate effect, unless otherwise stated, and will supersede previous versions of the terms and conditions.

Any questions on the Scholarship and Terms and Conditions can be directed to the HDPSP team on HardingScholarship@admin.cam.ac.uk.

2. About the Harding Distinguished Postgraduate Scholarship

The HDPSP was established in February 2019 thanks to a generous donation from the David and Claudia Harding Foundation, the biggest single gift made to a university in the UK by a British philanthropist.

The object of the HDPSP is to support, through the provision of fully funded Scholarships, outstanding PhD students of any nationality and in any discipline. Harding Distinguished Postgraduate Scholarships can be held on a full-time or a part-time basis.

The donor and their representatives take an active interest in the research and achievements of Scholars. Regular updates are provided to them by the HDPSP Administrative Team, but Scholars also have the opportunity to engage directly.

3. University regulations

You must be aware of the [regulations of the University](#) and of your College. It is a condition of the Scholarship that these regulations are observed.

4. Code of Practice

The University's [Code of Practice for Research Students](#), which is issued and updated annually by the University, explains the role and obligations of Supervisors and Postgraduate Students.

Included in the Code of Practice are the [Terms of Residence and Research obligations](#), which you must be familiar with.

5. Immigration

Scholars who require immigration permission to study in the UK will need sponsorship from the University. The Scholarship offer letter does not constitute sponsorship, so a Confirmation of Acceptance for Studies (CAS) is required. The University's [Postgraduate Admissions Team](#) issues CAS statements.

The University's [International Student Team](#) provides a free immigration advice service to all applicants with an offer to study at Cambridge, current students, and family members.

Further information including a step-by-step guide to applying for, or extending, a student visa can be found in the International Students' website, [UK Immigration](#) section.

6. Scholarship Tenure and residency requirements

From October 2025, the Scholarship Programme will offer 3.5 years of funding for a full-time PhD in the first instance (pro-rata for part-time), with the expectation that submission will take place by the

end of this funded period. Some Scholars will be offered for four years of funding for certain courses. These are:

- Courses offered as four years of funding from the outset.
- Integrated '1+3' MRes + PhD courses. These courses will be awarded four years of funding in **total** from the outset.

A first probationary year, or Certificate of Postgraduate Study, is usually a requirement to continue to the PhD.

Postgraduate Students may remain on the Register for a 12-month 'writing up' period (the final 12 months up to the submission deadline) and will normally be automatically exempt from payment of the University Composition Fee during this time.

Maintenance funding may be requested during the final six months of the 12-month 'writing up' period. See [13. Fourth Year Maintenance](#).

Funded extensions beyond a maximum of four years are not offered. This includes:

- Where a confirmed extension to the thesis submission deadline, based on academic assessment, has been granted by the Student Registry.
- For reasons of disruption caused by the Covid pandemic, even if the above is in place.
- Scholarships awarded as 4 years of maintenance funding in the first instance e.g. for four-year courses and integrated 1+3 courses.

If you intend to complete the PhD early e.g. within the original funded period (defined as 'early submission') you must contact the HDPSP as soon as possible, as this will have implications for your Scholarship. Funding will cease according to the processes under heading [14. Submission](#).

If your Harding Scholarship is funded jointly with another partner whose terms require you to submit the thesis by a fixed deadline, the Harding Scholarship **and** the Scholar must adhere to the partner's deadline (see also [7. Jointly funded Scholarships](#)).

Scholarships must be taken up in the academic year in which they are awarded. **Scholarships cannot be deferred to the next academic year.**

Harding Distinguished Postgraduate Scholarships are not available to current PhD students at the University of Cambridge who have already commenced their PhD study.

It is the expectation of the HDPSP that all Scholars (Home and Overseas) will be resident in the UK for the majority of their studies, living within reasonable time travel of the University. Exceptions to this requirement would be for time spent outside the UK for the purposes of fieldwork, internship or other long term academic activity, as a temporary or permanent reasonable adjustment, or formal approval to [reside outside of University precincts](#).

[7. Jointly funded Scholarships](#)

In some cases, Scholarships might be jointly funded with another funding partner e.g. a UK Research Council or Departmental award. In these cases, you may be required to accept terms and conditions of both partners, which could include a mandatory submission deadline, for example. You may also have separate reporting requirements to both.

Scholars in receipt of a jointly funded Scholarship will have this clearly outlined in the offer letter.

8. Academic progress

In most cases, PhD students are admitted to their course on a probationary basis. Continuation of the Scholarship is subject to a satisfactory progress assessment and confirmation of being registered formally by the University for the full PhD course at the end of the probationary first year.

Supervisors complete termly reports on academic progress, which are available for review and comment on via CamSiS Self-Service accounts. More information on first year registration, feedback and academic progress reports is available [here](#).

Scholars and Supervisors are expected to submit annual academic progress reports to the HDPSP. From October 2025, these will be requested twice per academic year in January and June. Where appropriate, details from the reports may be shared with the donor representatives for the purposes of highlighting achievements.

Failure to submit this report may affect future applications for additional funding from the HDPSP.

The HDPSP will work closely with Departments to support Scholars whose progress has been assessed as unsatisfactory for the purposes of returning to satisfactory academic progress.

Process for Scholars who cease to study towards a doctoral award:

1. If you cease to study towards a doctoral award, funding will terminate on the day your student registration for that course ceases, as set by the Student Registry. This includes if you submit within the original funded period (defined as 'early submission'), where funding will cease according to the processes under heading [14. Submission](#).
2. If you cease to study towards a doctoral award without giving notice such that your University status may be formally changed in a timely manner, your funding shall be terminated with effect from the date of your departure.
3. If you cease to continue to study towards a doctoral award, but instead work towards a Master's qualification, you and your supervisor may apply to the programme to continue funding. The usual submission deadline, as long as you have completed three terms of PhD study, is within three months of the effective date of the course change. Therefore, up to 3 months may be requested in the first instance with a maximum of 6 months in total. Funding will be awarded on an individual, discretionary basis and is not guaranteed.
4. The HDPSP will seek to recover funding paid in advance intended to cover any period after the new date of termination of funding, which you have thus become ineligible to receive.

9. University Composition Fee

The [University Composition Fee](#) (UCF) is the tuition fee charged by the University for degrees and subjects undertaken at the University of Cambridge. The HDPSP pays the fee directly to Colleges on behalf of Scholars. Scholars are asked to show College finance offices a copy of the Scholarship offer letter as confirmation of this arrangement.

Note that the UCF does not cover expenses such as accommodation, meals, or other College bills/deposits etc. These should be paid for using the maintenance allowance.

10. Maintenance allowance

Maintenance payments will be paid monthly, on or around the first of the month, paid in advance. You will be asked to submit UK bank account details in preparation for receiving payments and are responsible for informing the HDPSP team if these change during the course of their studies.

See [11. Setting up a UK bank account](#).

Information on the average basic living costs for full-time students can be found [here](#).

New Scholars: The first maintenance payment cannot be made until (i) UK bank account details have been submitted to the HDPSP; and (ii) confirmation of arrival has been provided by the College. Payment will be made as soon as possible but please note that it may be later than 1 October.

11. Setting up a UK bank account

Payments can only be made to a UK bank account. The [International Student](#) team provides information on how to open a bank account [here](#), including a link to a bank directory.

Overseas students should open a UK bank account as soon as possible on arrival. If you foresee an issue or delay in setting up a bank account upon arrival in the UK should inform the HDPSP Administration team prior to arrival on HardingScholarship@admin.cam.ac.uk.

12. Personal Research Allowance

Each Scholar will have a personal research allowance of £6,000 for the duration of the PhD. This can include the fourth, writing up year. The allowance is administered on a reimbursement basis on submission of receipts. For large items of expenditure, you may request pre-payment from the HDPSP.

The expenditure and the research activity must have taken place before the date the thesis is submitted or before the end of the funded period, whichever is earlier.

The personal research allowance is intended to assist with the ***personal research expenses*** of each Harding Distinguished Postgraduate Scholar. The personal research allowance is made available to support individual Scholars and should not be used as a general contribution towards a Department/Faculty/laboratory's research activities, consumables costs or equipment costs.

13. Fourth year maintenance

From October 2025, Harding Scholars are awarded 3.5 years of maintenance in the first instance (see [6. Scholarship tenure and residency requirements](#)).

It is an expectation of the Harding Scholarship Programme that, in most cases, thesis submission will coincide with the end of the original funded period of 3.5 years, unless otherwise offered at the outset (this may be a requirement for jointly funded scholarships. See [7. Jointly funded Scholarships](#)). However, Scholars may request up to a maximum of four years of funding if required, to cover the period of the viva and submission of corrections, if applicable.

It is your responsibility to request additional funding. If a request is not made, maintenance funding will not automatically continue beyond 3.5 years (unless awarded for 4 years from the outset).

Funded extensions beyond a maximum of four years are not offered. This includes:

- Where a confirmed extension to the thesis submission deadline, based on academic assessment, has been granted by the Student Registry.
- For reasons of disruption caused by the Covid pandemic, even if the above is in place.
- Scholarships awarded as 4 years of maintenance funding in the first instance e.g. for four-year courses and integrated 1+3 courses.

14. Submission

Scholars are asked to inform the HDPSP team well in advance of the date of submission of the soft bound thesis, which is expected to coincide with the end of the original funded period of 3.5 years,

unless otherwise offered at the outset. The below process should be followed whether you submit within the original funded period (defined as 'early submission') or within the period where additional funding up to four years has been requested.

You are asked to include in the thesis a message of acknowledgement to the donor, the David and Claudia Harding Foundation. Since the acknowledgement is intended to be personally meaningful to the impact and effect the Scholarship has had on your studies, suggested wording is not provided.

Upon notification of submission, you are asked to provide the HDPSP team with the following:

- Date of the viva and submission of corrections*, if applicable.
- Whether there are plans to enter employment, and the expected date.
- A copy of the hardbound thesis for presentation to the donor (reimbursed by the HDPSP).
- Repayment of unspent maintenance payments, if applicable.
- Repayment of unspent personal research allowance funds, if applicable.

*If maintenance funding has not already ceased, it will cease in alignment with the following dates in CamSiS provided by your Department:

- The date of the viva (if no corrections are required), or
- The date that corrections were received by your Department (if required).

15. Private rental agreements

The HDPSP team can provide a letter confirming the value and tenure of your Scholarship but is not able to act as a guarantor for private rental agreements or provide references.

If you wish to seek private accommodation, the [University Accommodation Service](#) can offer advice.

16. Dependants

The HDPSP offers limited discretionary funding for child dependants of parent Scholars to assist with the costs associated with raising a child, including childcare. It can include a visa, IHS and travel benefit for the purposes of arriving in Cambridge to undertake the course.

The HDPSP does not offer allowances for adult partners to accompany you to Cambridge.

17. Working while you study

Scholars must follow the [University policy](#) on working while studying.

18. Receiving substantial additional funding from other sources

You must inform the HDPSP Manager if you are awarded any substantial additional funding **at any point** during the tenure of your award. The HDPSP will reserve the right to review and reduce the level of the Scholarship in light of other awards.

This **includes** funding already held by the applicant at the point of initial offer. In these cases, the HDPSP will reserve the right to review the offer and, depending on the value of the award already held, reduce or rescind the offer should it be considered incompatible with the HDPSP award.

Substantial additional funding is defined as any additional funding totalling **£3,000 or more per year**. This could be awarded from a number of sources including, but not limited to, a Fellowship, government or research council funding, or an honorary award from any source such as a College, Department, or external source.

For payments received whilst on an internship or placement, please see [21. Internships and placements](#).

Scholars who receive additional funding exceeding £3,000 per year will usually be able to retain £3,000 per year of benefit from this additional funding but the HDPSP maintenance will be reduced to account for the remainder. If you believe your individual circumstances to be exceptional you may submit a case to retain more than £3,000 per year but there is no guarantee that this will result in an increase.

The exception to this clause is where funding or benefits are received additionally as part of a co-funded Scholarship package that are awarded for a specific purpose or if you take intermission for a placement or internship which *is not integral* to the PhD (see [21. Internships and placements](#)).

19. Safeguarding and insurance

The University provides advice on [Safeguarding while working away](#). You are asked to familiarise yourself with this policy.

It is a condition of the Scholarship that you must take out the appropriate [travel insurance](#) provided by the University when working away.

You are strongly recommended to take out appropriate insurance against theft or damage to personal property. Requests for financial assistance towards the replacement of personal property which has not been covered by relevant insurance may not be successful.

20. Leave to Work Away (LTWA)

Students [apply to work away](#) for a variety of reasons. This must be applied for formally via CamSiS self-service.

If LTWA is applied for to undertake a placement or internship for which payment will be received, you should refer to the guidance in [21. Internships and Placements](#) and [18. Receiving substantial additional funding from other sources](#).

You **must read** [19. Safeguarding and insurance](#) since there are conditions of the Scholarship relating to travel and insurance.

21. Internships and placements

You may undertake internships or placements during the tenure of your Scholarship. Depending on the relevance of the internship or placement to the PhD, you will apply for either Leave to Work Away ([20. Leave to Work Away](#)) or Intermission ([22. Intermission](#)).

If you take Leave to Work Away (LTWA) to undertake a placement or internship which ***is integral*** to the PhD, payments will continue, although additional payments received during this time must be reported to the HDPSP team, who will review the amount received and may adjust the maintenance accordingly ([18. Receiving substantial additional funding from other sources](#)).

If you take intermission for a placement or internship which ***is not integral*** to the PhD, maintenance payments will cease for the period of intermission. Any additional payments received during this period will not apply under the guidance of [18. Receiving substantial additional funding from other sources](#).

In rare cases the offer of internship or placement may be conditional upon the maintenance continuing for the duration of the internship or placement. In such cases you must contact the HDPSP Manager to discuss arrangements.

You **must read** [19. Safeguarding and insurance](#) since there are conditions of the Scholarship relating to travel and insurance.

22. Intermission

Students apply for intermission for a number of reasons, [medical](#) or [non-medical](#). This must be applied for formally via CamSiS self-service. Depending on the circumstances, maintenance payments may cease for the period of intermission. The rare exception to this would be in cases such as those described in [21. Internships and Placements](#) and [18. Receiving substantial additional funding from other sources](#).

If you apply for medical intermission, you may be entitled to sickness pay ([24. Sickness pay](#)).

If you take non-medical intermission for parental leave, you may be entitled to parental pay ([25. Parental leave and pay](#)).

The University Composition Fee will be paused for the period of intermission, and the tenure of your Scholarship will be adjusted to reflect the length of the period of intermission.

Please note: If you are sponsored by the University under Student visa, a period of intermission may have implications on the visa status. The [International Student Team](#) can provide further guidance.

If you take intermission to undertake a placement which is *not integral* to the PhD, you **must read** [19. Safeguarding and insurance](#) since there are conditions of the Scholarship relating to travel and insurance.

23. Changes to student status

There are many reasons why students request a formal change to their student status. The Postgraduate Study website lists these [here](#).

Certain changes to student status could have an effect on your Scholarship. You are asked to inform the HDPSP Administration team prior to applying for a change to your student status for the following:

- [Withdrawal from study](#)
- [Withdrawing from the University](#).
- [*Changing your mode of study](#).
- [*Changing your Department/Faculty](#).
- [*Changing your Supervisor](#).

***Note:** If you are in receipt of a jointly funded Scholarship, you **must** inform both funders of your intention to change the above student status, in particular those asterisked, to check if the terms of each partner will allow the change.

24. Sickness pay

If you take an approved period of [medical intermission](#), you may be eligible to apply for sickness pay. The HDPSP offers sickness pay for up to 28 weeks in a 12-month rolling period. A maximum cap of 52 weeks sickness pay can be paid over the duration of the award.

25. Parental leave and pay

If you or your partner become pregnant, or if you are matched for adoption or are having a child through surrogacy, you may be entitled to a period of parental leave taken as an authorised break in study (non-medical intermission), and [applied for](#) formally via the University. You may also be entitled to a combination of paid and unpaid leave during the period of non-medical intermission.

The University [Childcare Office](#) has information for students who are pregnant, have had a baby or have decided to adopt.

If you are sponsored by the University under a Student visa you should contact the [International Student Team](#) for further guidance, as a period of intermission may lead to implications with the visa status.

26. Financial assistance funding

The HDPSP has limited provision for financial assistance if clear demonstrable financial difficulty has occurred because of an unforeseeable or unexpected change of circumstances, or emergency situation that has arisen since the start of the PhD. This might include bereavement or illness.

The HDPSP reviews all applications sympathetically, on a case-by-case basis, and retains final discretion over whether financial assistance is awarded. However, funding is not guaranteed and should not be assumed. A cap on single applications and a maximum amount for the duration of the PhD is in place.

27. Scholar support

Colleges are responsible for pastoral support for all students studying at Cambridge. If you are experiencing any kind of difficulty, you are encouraged to speak to your College Tutor in the first instance.

However, it is acknowledged that you may wish to explore alternative sources of support and there are many other routes available to you via the University [Student Support](#) pages.

Within these support pages, there is a link to the [Accessibility and Disability Services](#). You are encouraged to register with this service if you wish to access advice and support. Note that the Scholarship Administration team will not be notified if you have registered with the service.

The HDPSP is committed to supporting all Scholars to the successful completion of their PhD. You are very welcome to contact the HDPSP with questions or concerns relating to your Scholarship or where difficulties are being experienced that could affect the ability to successfully complete your course. All queries will be treated sympathetically, supportively, and confidentially.

You may decide that a period of intermission is necessary ([22. Intermission](#)). If you are experiencing genuine financial difficulty, the HDPSP has provision for limited financial assistance ([26. Financial assistance funding](#)).

28. Tax and debt

Harding Distinguished Postgraduate Scholarships are not usually taxable in the UK. The HDPSP is unable to provide further tax guidance, and you should seek independent tax advice for queries about the tax status of the Scholarship in your home country.

The HDPSP disclaims all responsibility for any debts incurred by Scholars. Nor will the HDPSP act as guarantor for loans, debts or private rental agreements. You are advised that the HDPSP reserves the right to pay maintenance to your College if requested on the reasonable grounds of failure to settle outstanding debts to the College or any other body.

29. Promoting achievements

All Scholars are regularly encouraged to share achievements (for example, presenting at a conference, publication of a research paper or article, receipt of a prize, extra-curricular activities).

These accomplishments help to showcase the individual to the Scholar community and the wider world as well as to the donor, with whom these achievements are regularly shared by the HDPSP and by Scholars directly.

See also, [31. Publicity and privacy](#).

30. Acknowledging the HDPSP, Intellectual Property, visual identity

The HDPSP should be acknowledged by Scholars in publications, presentations, posters, the thesis and other research outputs as follows:

“This work was supported by the University of Cambridge Harding Distinguished Postgraduate Scholars Programme.”

You are asked to include in the thesis a message of acknowledgement to the donor, the David and Claudia Harding Foundation. Since Scholars are invited to write an acknowledgement which is personally meaningful to the impact and effect the Scholarship has had on their studies, suggested wording is not provided.

The HDPSP places no condition on ownership of any intellectual property for its Scholars, past or present and has no open access requirements.

The HDPSP is in the process of creating a visual identity for the Programme and you will be updated as soon as this is in place. In the meantime, use of the University logo and logo downloads are available at: <https://www.cam.ac.uk/brand-resources/about-the-logo>

31. Publicity and privacy

You will be asked to complete a Scholar Profile for inclusion on the Harding Scholarship website [here](#). This includes name, photograph, University email address, College, Faculty/Department and research topic.

From time to time, the HDPSP may wish to include photos of Harding Scholars on the HDPSP website for the purposes of showcasing events and news articles, including on the Home page.

The Scholarship’s use of personal information for Harding Scholars can be found [here](#).

The University’s privacy notice on the use of students’ personal information can be found [here](#).

If you prefer not to have a visible public profile please contact the HDPSP Administration team to discuss your privacy and personal information.

32. Harding Scholar council and community

The Harding Scholar Reps arrange a wide range of social activities, and training and development events. They gather feedback and views from the Scholar community to help shape and develop the HDPSP. These are presented at least once per year to the Education Services Scholarship Committee.

You are encouraged to engage with the thriving Harding Scholarship community and to join the Scholar Representatives.