



**COLLEGE FINANCIAL SUPPORT
FOR
PEMBROKE GRADUATES**

*Please read this and keep it for future reference
You never know when you will need it!*

COLLEGE GRANTS TO GRADUATE STUDENTS

The College is committed, within the limits of its available funding, to assist its postgraduate students. It does so in three main ways, which are covered in the three sections of this document:

1. Money is available for necessary research and conference expenses incurred by PhD students, and for PhD thesis binding. Smaller sums of money may be available to students on one-year or taught courses, on certain conditions. The general [College Grant form](#) is the form you should use to apply for this support; your Research Supervisor and Tutor need to complete sections of this form.
2. The College spends a significant amount on graduate scholarships and bursaries. The great bulk of this is awarded to applicants before arrival at the College. However we also have a limited hardship budget for current graduates, to meet cases of unpredicted need. Support for fourth-year funding may fall under this category. If at any stage you find yourself in financial need, you should consult this guide and speak with your Tutor. **Hardship forms** cannot be downloaded; they are available from the College Registrar, Dr Coombs (LL3).
3. Graduates are eligible for [book grants](#), some general College awards for travel, language costs, music and sport. The forms for these various types of support are available on the [College website](#).

Nearly all the awards covered in this booklet are provided out of the College's Trust Funds. This is money donated by benefactors, either in the past or on an ongoing basis. Their generosity allows us to offer these resources. The Trust Funds are administered by the Tutorial Bursar.

It is difficult to draft guidelines that cover every case, but we hope that this guide is a helpful starting point. In all cases, you should consult with your Graduate Tutor before making an application. For all hardship applications it is **essential** to obtain your Tutor's support. Advice about applying for grants can also be obtained from Dr Coombs (LL3) or from the Tutorial Bursar.

Definitions

In this guide, we usually use the term **PhD** as a shorthand term to cover all graduate students whose course is greater than 1 year in length (excluding those doing the diploma of architecture course). The term **MPhil** covers all other graduate students. We appreciate that some of you are studying for other degrees in these categories.

RESEARCH AND CONFERENCE EXPENSES

RESEARCH AWARDS FOR PHD STUDENTS

The College is often able to assist PhD, clinical medical students and clinical veterinary students with essential expenses incurred in the course of their work. Such grants may, for example, be made to help with the cost of visits to libraries, archives or other collections, or for travel outside Cambridge for other essential fieldwork or medical electives.

Support may also be given for attendance at conferences and workshops, in the UK or abroad, where these are judged to be of prime importance to a student's work. A **strong preference** is given to those who are presenting papers or posters. Most applications for conference attendance are made by students in their second or third year.

Applicants are required in the first instance to seek funding for these purposes from their funding body, their Faculty or Department, or from University Funds. Most funding bodies will support essential research trips themselves. Applications must include full details of what other funding has been applied for or received. You should use the general [College Grant form](#) to apply for this type of support.

In order to ensure a fair distribution of the resources available, the following norms apply:

- a) Grants never cover more than 80% of the total cost of research or conference trip. They will often be for less than this. **Food costs are excluded.**
- b) If a grant is approved, payment will be made only on production of receipts for the items against which the grant was awarded. If the total receipted expenditure is significantly less than the sum originally estimated, the grant will normally be reduced accordingly.
- c) You may make more than one application per year, but the maximum sum given in any one year, for research and conferences combined, will not normally exceed £1000.
- d) No student will receive more than £1,500 over the course of their graduate studies.

Applications should be made before expenses are incurred.

Students who are awarded a grant will be expected to present a poster at the Graduate poster display held annually in June.

Equipment costs are not normally supported. You may wish to check with your Department or Faculty; they are frequently able to lend equipment.

Grants for these purposes are not normally made to meet expenses incurred after the submission of the thesis. Grants are also not normally awarded after three years' research have been completed, since it is assumed that you will have completed all research and be writing up. If you are required to resubmit your thesis, the College may be able to help with essential research (but not conference) costs.

GRANTS FOR LONG-DISTANCE RESEARCH TRIPS LASTING AT LEAST 3 MONTHS

In certain subjects it is necessary for a PhD candidate to undertake a prolonged period of research a long way from Cambridge. In these situations it is normal for the student's everyday living costs to be supported by his/her main funding body. The College will offer a grant of up to 80% towards **specific and exceptional costs of the trip which are not met from other sources**. These include airfares (subject to the price being reasonable), internal

travel whilst abroad, visa costs and medical expenses. The maximum grant will be £1,000, subject to the general principles listed above.

PHD THESIS BINDING

If necessary, the College will pay up to £60 towards the cost of printing and binding two copies of PhD theses. Please submit receipts to Dr Coombs (there is no application form). However, the College expects students to make prior application to Departments and Faculties for support for this where it is available.

Please note the College allows two copies to be printed free of charge using College printers, but this must be arranged in advance with the IT Manager, Tim Hardingham (t.hardingham@pem.cam.ac.uk).

Support is also available for binding MSc and MLitt dissertations, but not MPhil theses.

RESEARCH EXPENSES: ONE-YEAR AND TAUGHT COURSES

Students on one year courses are eligible to apply for research-related or conference grants, if they are required to carry out research towards a dissertation/project (where no other funds are available) or to attend conferences to present a poster or give an oral presentation. The amount a student can apply for is more limited as it is generally assumed in the University that most of the costs of such courses are predictable and should be factored into funding arrangements from the outset. It is also assumed that additional expenses should be minimal because the courses are largely taught rather than purely research-based.

Moreover, MPhil students who definitely intend to continue to the PhD may be eligible for support for research or training which is essential to the PhD, and which is undertaken either during the MPhil course or in the summer vacation after it. Such students must indicate on their application (if necessary on a separate sheet) how the project in question relates to their PhD. The Supervisor must affirm that the project is necessary for the PhD. The College may sometimes offer a small grant to the MPhil student on the understanding that the grant will be increased should the student be successful in returning to continue to the PhD.

Students who wish to apply for such support should do so on the standard [College Grant form](#). The standard norms for research grants for PhD students apply, except that the maximum level of grant will be £350.

COLLEGE SUPPORT FOR STUDENT-LED WORKSHOPS, SEMINARS AND CONFERENCES HELD IN CAMBRIDGE

There are number of occasions when students may have the opportunity to organise a workshop, seminar or small conference in Cambridge, either in collaboration with their Research Supervisor or with other students in their research group or department. Whilst the College is not able to offer direct funding for such events it can offer help by offering the use of a function room free of charge, subject to availability. (For example, the Nihon room, the Thomas Gray room, or the Old Library). We are also willing to provide pre-dinner drinks for small groups of workshop/seminar/conference participants or wine with dinner or host guest speakers (in College accommodation) free of charge. Much depends on the scale of the venture, of course, but this is to signal an aim to offer support. The *extent of support given* would follow consideration of a detailed application by Pembroke's Graduate Tutors, who meet fortnightly during term; you should discuss any application you intend to make with your Graduate Tutor in the first instance. The Tutorial Office will be able to advise on availability of rooms etc., and on the level of recent awards made.

HARDSHIP SUPPORT

Background: College graduate studentships

Each year the College advertises a number of graduate studentships and bursaries. The College aims to spend on these studentships a sum equal to 35-40% of the money that it receives from the graduate College fee. They are awarded, on a competitive basis, and on grounds of academic excellence, **during the summer before admission as a graduate**. Any financial support given by either the College or the Cambridge Trusts (the Commonwealth, European and Overseas Trusts) will be announced before the beginning of the course and in time for students to give a guarantee that they have sufficient financial support to see them through it. **There is no further studentship or bursary money of this type available from the College after students begin their course.**¹

Students are warned in advance that the production of this financial guarantee should be taken very seriously. If they do not have enough financial support available to see them through the course, they should not give a guarantee or start their course. In case of financial difficulty on the course, they will be expected to draw on the money in question. For example, they are expected to *honour any promise to take out a loan made as part of the guarantee*.

Students are also warned before admission that the pound's exchange rate can show considerable fluctuation and that, although we are sympathetic to such problems, this is not a valid reason for not honouring the guarantee given. They are advised that it may be wise to use a sterling bank account to secure funds for the entire period of the course.

The College's policy towards graduate hardship needs to be understood in that context.

HARDSHIP POLICY: GENERAL

The College recognises that funding circumstances can change for reasons that are genuinely outside students' control, and tries to be sympathetic in such cases. Pembroke's hardship funding is designed to be flexible and sensitive to individual circumstances. All Pembroke graduate students in genuine need are eligible for College hardship awards.

However, any graduate applying for hardship support must show both that the financial arrangements made before admission were robust and that subsequent problems have been truly unpredictable.

Students who find themselves in financial difficulties should approach their Tutor in the first instance and then, if they decide to apply, should complete the **graduate hardship form** in consultation with him/her. The form is available from Dr Coombs (LL3). Be prepared to provide full details.

Students on one-year courses are eligible for hardship support on the same terms as other graduate students. That is, you will need to demonstrate that you have suffered a material and unforeseeable change in your financial circumstances since the date of admission.

¹ However, if you are at Pembroke on a one-year graduate course, and **apply to continue to a PhD**, you will normally be eligible for a College studentship for the period of the PhD. To register your interest, please return the form sent to you in January by the Graduate Secretary. The Graduate Secretary, Mrs Kentish, will answer any questions you may have, and will supply a form if for any reason you do not receive one.

HARDSHIP SUPPORT: TERMS AND CONDITIONS:

Awards are considered on a case-by-case basis. However, in estimating costs and completing the form, it is important to note that any hardship support given by College will normally assume that:

- a) students will take College accommodation if it is available (please consult Dr Coombs about availability before making alternative plans). If a student is offered College accommodation and declines it, the College will not pay extra subsidy for higher rental charges incurred elsewhere.
- b) non-rent expenditure should not significantly exceed £74 a week.

As a condition of support, we may ask graduates to supply a fresh financial guarantee, particularly if a severe problem has arisen early in the course. We will not normally give any hardship support unless we think that the student in question has a realistic chance of securing funding for the whole of the rest of the course.

Awards may be either interest-free loans or grants, at the College's discretion. Any support is likely to be limited and cannot extend to full replacement of guaranteed funds. Hardship grants are normally in the region of £500-£700, the maximum hardship grant is £1,000. A loan is more likely to be in the £500-£700 bracket.

It is a condition of the award of **a loan** that the student:

- acknowledges in writing the terms of the loan
- commits to a schedule of repayment (interest will be charged if the schedule is not adhered to)
- understands that s/he will not be allowed to graduate until it is repaid in its entirety.

In general, College hardship **grants** are awarded as leverage. In other words, we use them strategically, to encourage other funding bodies to give support to the same application. **We very rarely give a grant without at least matching funding from elsewhere.**

Hardship support is given most frequently to deserving fourth-year PhD students (see below). More occasionally we are asked to contribute to support given by the Cambridge Trusts to students in their second and third years (see page 6).

TIMETABLE

Applications for hardship support will be considered termly. The closing date for receipt of applications will be the end of October, end of February and end of May. Applications will then be considered the following month. It will be possible to make a student a loan prior to a decisions being made about their application. It is important that applications are complete by the specified deadlines, otherwise they will be held over till the following term.

FOURTH-YEAR PHD STUDENTS

Students who have completed three years (9 terms) of research towards a PhD are automatically exempt from University and College fees. The College, wherever possible, will offer fourth-years accommodation, which can be terminated on giving one month's notice. This is the standard way in which the College assists its fourth-year students.

It should also be noted that several UK Research Councils and overseas funding bodies have in recent years increased significantly the maintenance stipend that they pay to PhD students in years 1-3. Part of the reason is to encourage students to begin to save modestly against the possibility of having to survive without funding for part of the fourth year.

Only in exceptional cases, where submission is delayed owing to unforeseen circumstances, and where there is genuine need, is the College able to make hardship loans or grants, on the leverage principle.

It is therefore **essential** to apply for support elsewhere **as well**. You should strongly consider applying to the following: to your funding body for extra help, to the Board of Graduate Studies hardship schemes, and to the Access to Learning Fund (for which, see page 7 below). The Board of Graduate Studies administers a scheme of Research Awards aimed at helping students experiencing hardship as a result of unforeseen changes in their financial circumstances. Further information and an application form can be found on its website (<http://www.admin.cam.ac.uk/students/gateway/finance/>).

PhD students in the sciences should also note the possibility of applying for support to the Lundgren Fund (see *Reporter*) and the Cambridge Philosophical Society. Its website gives details of the application procedure for its grants for this and other purposes. **Please note that applicants to the CPS must have been members of the Society for at least a year and therefore it is essential to explore this possibility well before making an application.** There may be other appropriate Funds among those advertised in the November special issue of the *Reporter*.

Sometimes these other funds require a simultaneous application to College for support; please discuss the procedure with your Tutor and the Tutorial Bursar or College Registrar before specifying the sums that you require from each fund. When making an application to other funding bodies, especially to the better-endowed funds, it is important to apply for the maximum amount. The College is not normally able to provide more than 25-33% of the total funding requirement of fourth-year students.

STUDENTS WHO MAKE A SUCCESSFUL APPLICATION TO THE CAMBRIDGE TRUSTS FOR PARTIAL SUPPORT FOR THE SECOND OR THIRD YEAR OF THEIR COURSE

Overseas students in search of additional funding for the second or third years of their course will often apply to the Cambridge Trusts for a bursary. The Trusts can only give very partial support to such students, if any. The College does not normally support students at this stage. However, all applicants for these Cambridge Trust awards **should send a copy of their application to Dr Coombs**. This is to help us to respond, in the event that we are contacted by the Trusts and asked if we will contribute to a joint package of funding. Further information is available on the [Trusts website](#).

COUNSELLING

Counselling provision for all students in the University is normally provided via the [University Counselling Service](#). The Service offers individual and group counselling. The University Counselling service can usually offer 2, 3 or 4 individual sessions (occasionally more) all of which is free to students.

In certain circumstances the University Counselling service may be unable to see a student or more sessions are required than can be provided by the Counselling Service, and in these situations then the College is able to help the student access a counsellor. For this reason, the College has its own counsellor, and following assessment, students are allowed up to 4 counselling sessions free of charge within College, after that the student will be asked to make a contribution of up to a third of the cost of counselling sessions (which could be £10-£15) with the College making up the remaining two-thirds. The financial side of things can be discussed with your tutor. Importantly, no student will be deprived of counselling because they are unable to pay. (Further notes on how to access counselling can be found on the [Pembroke website](#)).

CHILD-CARE

The College is part of the Central Childcare Bursary Scheme. This can provide means-tested grants to overseas and EU students to help with childcare costs. Home students with dependent children should apply to the Access to Learning Fund (see page 7). Further information is available [here](#).

Application forms are available from Dr Coombs

CRANE'S CHARITY

Crane's Charity is a university-based organisation that makes grants towards the cost of private medical treatment or counselling, or related expenses, including dyslexia assessment tests. Grants are awarded each term, *and can complement a College grant*.

Further information is available from your Tutor. Your Tutor will make an application on your behalf.

ACCESS TO LEARNING FUND

The UK government, through the University, provides a Hardship Fund for which all Home students are eligible to apply if they are experiencing financial hardship. This fund aims to provide support to students who might otherwise not be able to complete their courses. Funds are allocated by a formula and are specifically aimed at:

- students who need extra financial support to meet specific course and living costs that are not already met from statutory or other sources of funding;
- students who may be considering giving up their course because of financial problems;
- alleviating cases of financial hardship;
- providing emergency support for unexpected financial crises.

Students may apply throughout the academic year, but you are advised to apply early since most of the money is distributed by May; more than one application may be submitted per year. Application forms are available [online](#)

All graduate, home based students who are undertaking an LEA-funded (student finance) (Part III Maths, Part II Management studies, clinical medicine and veterinary medicine) will still be eligible to apply for a student loan. It is worth noting that all these categories of students remain eligible for Cambridge bursaries.

NHS BURSARIES FOR CLINICAL MEDICS

Second and third year clinical medical students are eligible for an NHS bursary. This provides a monthly maintenance sum to students as well as fees. Student loans are still available. Applications are made in the Lent term of your 1st year of clinical studies. Please ask Dr Coombs to request an application form for you. Clinical students who qualify for NHS bursaries are also eligible for help towards transport costs whilst on practice away from Cambridge.

OTHER COLLEGE GRANTS/AWARDS

Graduate students are eligible for a number of other grants, along with undergraduates. These include book grants, help with language costs, travel, music and sports awards. There are special forms for book grants and sports awards. For the others, you should apply on the standard College grant form. For all academic projects and travel it is necessary for your Research Supervisor as well as your Graduate Tutor to complete the relevant section of the form. For music and other non-academic awards it is only necessary to get your Tutor's support.

Students are eligible for all the awards in this section as long as they are continuing their course after the specific project, which requires funding, has been completed.

GRANTS RELATED TO ACADEMIC WORK

If you have particularly pressing needs for IT or similar equipment, you should approach your Department in the first instance. In a small number of cases, where university and Departmental assistance is demonstrably inappropriate, the College might be willing to consider a modest loan to help you buy such equipment, but this would always be subject to individual circumstance and assessed by the Graduate Tutors and the Tutorial Bursar

Projects which fall outside the definition of essential research expenses but are still of benefit to your academic work may be eligible for a College grant. You should apply on the standard College grant application form, giving full details of the project, costs and all other funding.

BOOK GRANTS

All students are eligible for a book grant (max. £60/year) towards relevant course books. The grant covers the full cost of the first £60-worth of books purchased for the course in each academic year. Students wishing to claim their book grant should complete a [book grant claim form](#) – available only from the website. Forms need to be counter-signed by Research Supervisors, who must confirm that the books are for academic use. Students should submit the form and corresponding receipts directly to Dr Coombs in the Tutorial Office (LL3).

Claims can only be made once a year at the end of any term. Any claim received after the end of Full Term will not be processed until the end of the following term. Grants will be credited to the next term's bill. The final closing date is the **1st May**; *claims submitted after this date will not be processed*. **Grants cannot be carried forward from one year to the next.**

LANGUAGE LESSONS

The College will contribute up to half the cost of a language course for non-linguists provided by the University language centre. Payment will only be made once the course has been completed, although it might be possible to make a loan in the first instance and which would later be converted to a grant (please see Dr Coombs if you wish to arrange for a loan in the first instance). Once the course has been completed you should submit the receipt and certificate to Dr Coombs before the end of June of the Academic year in which the language course was undertaken (e.g. if the course was taken in the academic year 2014/15 then receipts and certificate must be submitted by end of June 2015).

Tutors will also consider exceptional requests for contributions to the costs of language teaching for non-linguists, where teaching is not available in the University. The College may pay up to half of these costs, to a maximum of 4 lessons per term.

Any support given for language lessons is subject to a maximum of £400 per year

Apply in writing to your Tutor, giving a detailed estimate of costs. Receipts/invoices should be sent to Dr Coombs.

ACADEMIC EXCHANGES

The following exchange programme is available to graduate students:

- Graduate student exchange with Berkeley – this is open to graduates in their first or second year of doctoral study.

Closing date for applications: January 2015

TRAVEL SCHOLARSHIPS

The College offers several named Travel Scholarships to graduates as well as undergraduates. These can support thesis work, but they are primarily intended for other, broader but still serious projects. These are advertised in February, with a closing date normally in early May. If you wish to apply for one of these grants you should complete the general [College grant form](#).

NAMED TRAVEL AWARDS

- The **Monica Partridge Award** is intended to promote the exchange of knowledge and understanding between the people of the United Kingdom and the slav peoples of the Balkans, and the peoples of Hungary and Greece. The Award is open to all who wish to visit these areas for study purposes. The study may relate to aspects of the culture of the Balkan Peninsula, its society, politics, history, archaeology, languages, art, music etc. Alternatively, proposals to pursue other lines of research or study in a suitable institution within the Balkan region may also be considered eligible for the award. A certain preference may be given to projects which relate to the slav peoples of Balkans. The value of the award will be **a sum of up to £500**. It is endowed by the generosity of Professor Monica Partridge. Applications should include a brief curriculum vitae and a summary of the proposed study.
- Three or four **Keith Sykes awards** are offered each year for travel in Italy, as part of a larger donation from Keith Sykes. The total sum available is around £1,000, but no individual award will exceed 50% of budgeted costs. The awards are open to all undergraduates and graduates, irrespective of subject of study.
- The **Rosenthal Memorial Travelling Scholarship** offers **a grant of up to £450** to enable an undergraduate or graduate student of the College to travel for purposes of study in the Middle East. It is made possible by the generosity of the Rosenthal family, in memory of Erwin and Elizabeth Rosenthal. Dr Erwin Rosenthal was a Fellow and then Emeritus Fellow of Pembroke, 1961-91. Preference will be given to those reading Hebrew or Arabic (and, where necessary, to one or the other in alternate years). However, applications are also welcome from candidates who are not reading the Oriental Studies Tripos but who are working in closely-related fields with a strong Middle Eastern content (e.g. Archaeology, Anthropology, Philosophy, History etc). Applications should give full details of the planned project and itinerary.

- **One** bursary is offered from the **Nicholas Powell Fund** for student travel either:
 1. to promote Anglo-French understanding;
 2. in support of high-level cultural, artistic and theatrical activities. For example, this might be to support a theatrical tour or to subsidise an exhibition of art or photography. The bursary will pay up to half the costs incurred, up to a maximum of £350.
- **Christine Hansen music travel scholarship.** The college is offering a music travel scholarship, to help a gifted musician to spend time over the summer on a particular course or training programme or working with a high-level musical ensemble. If an adequately-qualified candidate emerges, some support with fees or living costs will be offered, up to a maximum of £350.
- Up to four **Peter Ringrose Africa Travel Scholarships** are offered to help undergraduates and graduates to pursue a vacation project in Africa of demonstrable benefit to the communities they visit. Preference will be given to those projects which involve the application of specific skills developed during a degree course here, but eligibility is not restricted to those studying scientific and biomedical subjects.

Up to 60% of receipted costs will normally be awarded, up to a maximum of £400. However, larger grants may be offered to those who are planning a longer period of beneficial work in an African country, for example over a period of some months after graduation. The college's normal rule about not funding projects after graduation **does not apply** in this case.

Graduates undertaking medical electives in Africa may qualify for an award.

To match these awards, the college will also offer undergraduates a limited number of travel scholarships for charitable projects elsewhere in the world, over the long vacation. Students are reminded of the existence of other bodies offering support for such ventures, including Engineers without Borders (www.ewb-uk.org/cambridge/) and Doctors without Borders (www.msf.org)

- The **Barkley Travel Scholarship** offers a grant of up to £500 to enable an undergraduate or graduate student of the College to undertake research into the history of architecture and art in Britain, Europe and North America in the period 1650-1900.
- **Calbee Awards for study in Japan.** The Calbee Fund is for travel to Japan. Any student is eligible to apply, but priority will be given to those who are planning to undertake a formal course of study there. The College's International Programmes operation offers six Cambridge students the chance to take the Japanese Language and Japan Studies Programme at Nihon University after graduation. Further details of the programme and how to apply can be obtained from the International Programmes department (www.pem.cam.ac.uk/ip/ijlp/). The Programme gives students substantial benefits, but successful candidates are now expected to apply to their own colleges for help with airfare costs. Successful Pembroke candidates should apply on the standard college grant form for a travel grant from the Calbee Fund. Their airfare costs are met up to a maximum of £450. Pembroke students travelling to Japan for other purposes may receive smaller amounts, depending on the number of applicants and the quality of the application. The normal rule restricting grants to students who have not yet graduated does not apply in the case of this award.
- **The Griffith A.V. Morgan Award** offers £300 as a supplement to the Berkeley exchange programme (see Academic Exchanges)
- The **Peter de Somogyi European Award** (£500) is available in alternate years to a graduate or undergraduate student of Pembroke in any discipline, for use in enhancing

European harmonisation, co-operation, policy or research. It is made in commemoration of Peter de Somogyi (Pembroke 1973-1976). The Trustees normally expect the Award to contribute to the expenses of a study-visit of reasonable length to a European country or similar activity. It is next available in 2015. Applicants need to describe the project they wish to undertake and include a short statement of how this would meet the specifically "European" terms of the Award.

OTHER CULTURAL ACTIVITIES

The college encourages high-level public participation and performance in other spheres, for example in debating competitions, poetry reading or acting. Some financial support may be available for these activities. You should apply in advance on the standard [College grant form](#).

THE BRIAN RILEY DECLAMATION PRIZE

A prize of not more than £500 (at least half to be taken in books) may be awarded for the best speech on any topical subject with a European theme. Information is posted in the Screens during the Lent term. Competition usually takes place towards the end of February.

DAME IVY COMPTON-BURNETT PRIZE

Any current Pembroke undergraduate or graduate student is eligible for the Dame Ivy Compton-Burnett Prize. The Prize was established to encourage and reward creative writing, and in honour of the novelist Dame Ivy Compton-Burnett. The Prize, of £400, will be awarded to the best original composition, in poetry, prose, or drama. The Judges will include an English Fellow, an external Member of the English Faculty, and one writer or publisher outside Cambridge.

The closing date will be towards the end of the Lent term. Entries, may be up to 2,000 words in length and should be typed and anonymous; a covering letter bearing the author's name should be enclosed with the entry, and both letter and entry should bear the same motto or device. The winning entry will be published in the *College Gazette*.

THE PETER CLARKE PRIZE FOR SCIENTIFIC COMMUNICATION

The purpose of this competition is to encourage scientists, medics, vets, mathematicians and engineers to write about complex concepts in a way that is readily understandable by all, without sacrificing accuracy, and in a way that engages and even entertains.

The target is to write a 2000 word article that should address, demystify or enlarge the general reader's understanding of a topical issue in any aspect of the physical, biological, biomedical sciences, engineering or mathematics.

The competition is open to Pembroke undergraduate and graduate students studying Natural Sciences, Medicine, Veterinary Medicine, Mathematics or Engineering. The subject of the piece need not be related to their own discipline or their own research; it could also relate to a recent advance or topic debated in the media.

The prize is £750 and the deadline for submissions will be the end of the Lent term. Judging will be by a small panel including at least one College Fellow and a number of external judges. The winning entry will be published.

SEARLE PRIZE FOR READING IN CHAPEL

The competition for this Prize is open to all undergraduates and affiliated students of the College in their final year and graduates in any one year of their course. The winner receives a prize of £100 and reads a Lesson at the special service of Commemoration of Benefactors.

Trials are held in the Chapel. Candidates are required to read passages from the Authorized Version of the Bible, prepared and at sight. Those who wish to enter should apply to the Dean in writing. A formal notice about this will be posted in April.

SUPPORT FOR MUSIC

GRANTS FOR MUSIC LESSONS

Serious musicians who are committed to public performance may receive help with the cost of music lessons. Piano, organ, instrumental and singing lessons all qualify. Musical promise will be a factor in decisions, as will willingness to participate in the musical life of the College. Any College financial contribution will relate only to lessons taken within term. If approved, 50% of the cost of up to four lessons per term (at reasonable rates) will be paid, including return travel from Cambridge by bus or train if necessary, within limits. Subsidy will be paid by reimbursement of the pupil, on production of invoice or receipt, termly.

Any support given for music lessons is subject to a maximum of £400 per year.

Apply in writing to your Tutor, giving a detailed estimate of costs. Receipts/invoices should be sent to Dr Coombs.

SUPPORT FOR THE CHOIR

Members of the choir are entitled to reimbursement of the first £200 of singing lessons taken during the academic year. Subsidy will be paid termly on the receipt of an invoice or receipt submitted to Dr Coombs.

Anyone interested in auditioning for Clerkships should contact [Greg Drott](#).

The college also pays a small stipend to a choir librarian, and provides generous subsidy for the choir tours, through the Kenderdine and Nasr Funds.

KENDERDINE AWARDS: GRANTS RELATED TO MUSICAL PERFORMANCE

Grants are available to help with the exceptional costs of high-level musical performance. Such grants may, for example, be given for the purchase of sheet music, for help with recording, or for costs associated with staging a large-scale musical event. Normally up to half receipted costs are awarded, up to a maximum of £200. Grants are paid from the Sidney Kenderdine Fund. Please apply in advance on a standard college grant form, with a full account of projected expenditure. Instead of getting comments from your Director of Studies, please send the form to Greg Drott, Acting Director of College Music, who will comment and send it on to Dr Coombs.

MUSIC TRAVEL AWARDS

The College offers the Christine Hansen music travel scholarship - see above, p.10. It is also possible for students to apply for a standard college travel grant for music-related activities.

SUPPORT FOR EXPENSES INCURRED IN PLAYING SPORT AT A HIGH LEVEL

Grants are awarded to sports men or women for participation either at University level, or at an equivalent or higher level, e.g. regional/national competition. The following rules apply:

1. A **£200 award** is given to all students who receive a **Full Blue**. Students who win Blues in two different academic years are eligible for two awards, as are those who win Full Blues in (a maximum of) two different sports in the same academic year. These awards are generously subsidised by Winston Ginsberg (1986).
2. Students who win **Half-Blues** are eligible for a **£150 award**. Students who win Half-Blues in two different academic years are eligible for two awards, as are those who win Half-Blues in (a maximum of) two different sports in the same academic year. These awards are funded from the Peter May Fund.
3. Students participating in a Blue or Half-Blue Sport at a high level (University level or above), **who do not receive a Blue or Half-Blue**, are eligible **instead** for a grant to cover half the cost of **sports travel and kit** (which is not refunded from other sources), up to a **maximum grant of £150**. These awards are known as Peter May Awards. Students may apply for support for a maximum of two sports per year.
4. Students in any of the above categories are eligible for limited extra support, up to £75, for sports travel and kit if they incur expenses of **more than £300 per year**, that are **not met from any other funds**. This will be paid from the Peter May Fund pro rata, at 25% of the total amount of approved receipted expenditure above £300 and up to a maximum of £600. E.g. approved expenses of £500 will qualify for an extra £50 grant. This extra sum of up to £75 is also available to Blues and Half-Blues, but they, like everyone else, must submit receipts for the full amount. (E.g. a Blue spending an approved sum of £600 on kit and travel will get £275, £75 from Peter May and £200 from Winston Ginsberg.) Before applying for this extra grant, students **must** also apply for additional support from other quarters, wherever appropriate, e.g. the Hawks' Club.
5. Students who participate in a **non-Blue or Half-Blue sport** are not automatically eligible for an expenses grant, but they may be eligible for a standard college travel grant for specific travel e.g. to participate in an international competition. The maximum award will be 50% of travel and accommodation costs, within limits. This will also be paid from the Peter May Fund.
6. Three general rules also apply:
 - i. No student will receive **more than £600** from the Peter May Fund, for the awards listed in 2-5 above, during an undergraduate or graduate course.
 - ii. All awards are subject to satisfactory academic and disciplinary performance. No student will receive **more than £200** for sports awards in any one year without the approval of the Tutors' Committee.
 - iii. In order to qualify for support for two sports which are similar (e.g. sailing and yachting), students must show evidence of particular financial need.

Application deadlines and procedure:

1. Blues and Half-Blues should apply on the [appropriate form](#). All applications for a Blues Award must be accompanied by written support from the appropriate Blues Captain.
2. Applicants for a Peter May award for expenses should apply on the [appropriate form](#). You should apply for sports expenses awards only when you know that you will not be receiving a Blue or Half-Blue, and so it is possible to apply **only between 15th April and 15th October each year**, for the academic year ending on 30 September. All

- sportsmen and women must keep all receipts from the beginning of the year, because only where full receipts are provided will expenses be granted.
3. Applicants for a travel grant for non-Blue sports should apply on the standard [College grant form](#) in the normal way. Again, receipts must be kept and submitted.

OFFICIAL COLLEGE TEAMS GOING ABROAD

In general, support for College teams (including domestic travel) is provided from the Amalgamated Clubs funds, but from time to time College teams engage in formal foreign tours. The College may be able to provide support for **first** teams on these tours, including a small number of alternative players. Support is conditional on the following: the arrangements must be well made, the tour must be on a formal representative basis, and a schedule of fixtures must be available for inspection beforehand for approval by the college. The rate of support will depend on the tour budget, up to a maximum of £66 per player who is an undergraduate or graduate student at the time of the tour.

Application, with full details, should be made to the Senior Tutor, by the captain of the club concerned.