



## Undergraduate Research Bursary Application Form

### SECTION 1: What are EPS undergraduate research bursaries, and for whom are they intended?

- UG research bursaries provide a grant to enable undergraduates entering their final year of study, and who are considering a research career in Experimental Psychology. The bursary will provide support for a period of between 6 and 10 weeks during the summer vacation before the student's final year working in a research laboratory either in their own or in some other department.
- Applicants must be members of the EPS who are employed within the UK and whose department will be hosting the bursary. The hosting department is the one in which the undergraduate will be working during the course of the bursary.
- The purpose of the bursary is to support a research project to be undertaken by the undergraduate under the supervision of the applicant. The project should have specific aims and objectives in respect of the learning experience of the undergraduate. It can be thought of as a short-term research apprenticeship, with emphasis on the learning experience rather than on research outcomes.
- Applications that say what specific training will be acquired and what specific research studies will be carried out or planned, are more likely to succeed than ones which seek less specific training / experience.
- The intended activities should NOT be a central part of any other funded project (although they may be associated with such projects), nor should the project form the basis for any undergraduate research project that might be submitted by the student as a part of his or her undergraduate degree programme (i.e: not part of academic coursework / 3<sup>rd</sup> year projects). Proposals that fail to satisfy this requirement will not be funded.
- The maximum EPS undergraduate research bursary is £2,000. This is intended to cover both a basic stipend and a contribution towards accommodation costs.
- The final report should be received by the end of the December following the summer vacation, and should be accompanied by an invoice for the amount actually paid to the nominated graduate. The Society will then reimburse the institution for this amount (up to the maximum of the value of the award).

See the EPS website for further details: <https://eps.ac.uk/undergraduate-research-bursary/>

### Short details of application:

|                               |  |
|-------------------------------|--|
| Applicant's name:             |  |
| Applicant's home institution: |  |
| Applicant's email address:    |  |

SECTION 2: Statement checklist. To be included with the application.

TICK TO CONFIRM

- The applicant is a member of the Experimental Psychology Society employed in a UK Higher Education Institution
- The bursary will be used to provide a stipend for an undergraduate student considering a research career in Experimental Psychology
- The proposed activities will not form the basis for any work submitted in fulfilment of the undergraduate's degree programme.

The following must be provided within the application form or enclosed with it.

- A short statement by the undergraduate (see section 3.2)
- A bursary proposal that includes the sections specified in section 3.3
- The applicant's curriculum vitae
- Short references from two faculty members acquainted with the work of the proposed undergraduate. One of these should be in a position to comment on the undergraduate's grades and overall academic performance to date, as well as their predicted degree outcome.
- A letter from the Head of the department that would host the bursary, indicating the department's willingness to administer the bursary according to the Society's terms and conditions as available on the Society's website: <https://eps.ac.uk/undergraduate-research-bursary/>

## SECTION 3: Application Form

### 3.1 Applicant's details

|                              |  |             |  |
|------------------------------|--|-------------|--|
| <b>Name:</b>                 |  |             |  |
| <b>Departmental Address:</b> |  |             |  |
| <b>Phone:</b>                |  | <b>Fax:</b> |  |
| <b>Email:</b>                |  |             |  |

If NOT HEFCE-funded, please complete the following:

Postdoctoral worker                      **Date PhD awarded:**.....

|                                   |  |
|-----------------------------------|--|
| <b>Current post and employer:</b> |  |
|-----------------------------------|--|

### 3.2 Summary statement by undergraduate:

|  |  |
|--|--|
| <b>Name:</b>                           |  |
| <b>Department in which registered:</b> |  |
| <b>Institution/ Address:</b>           |  |

Please provide on a separate sheet a brief statement detailing why you want this bursary and how it will contribute to your career aspirations. **Maximum 300 words.**

### 3.3 Research Bursary proposal:

The proposal should include sections addressing each of the following. The proposal should not exceed 1000 words. Up to four Tables/Figures may be included.

**Summary of current research:** Provide a brief description of current research work and achievements.

**Aims of the research project:** State clearly the project's aims, including benefits to the undergraduate.

**Intended activities:** Details of the research work (including specific studies). **NB.** The intended activities should NOT be a central part of an already-funded project. Make clear how any linkage with existing research activities will benefit the student's learning.

**Benefits to the undergraduate:** Detail the training that will be achieved, including methodology and/or analysis. If the student is from another institution, justify.

### 3.4 Bursary details

|   |   |
|---|---|
| <b>Proposed Start date:</b>                           |   |
| <b>Duration (weeks):</b>                              |   |
| <b>Applicant present during all weeks? (yes/no*):</b> | <b>*if 'no', please detail in the proposal what supervisory arrangements will be made in your absence</b> |
| <b>Total sum requested:</b>                           |   |

**I confirm that this application conforms to the guidelines for EPS undergraduate research bursaries, and that I was not awarded an EPS undergraduate research bursary in the last academic year.**

**Applicant's signature .....**      **Date .....**

### 3.5 Please enclose with the application:

- Your curriculum vitae
- Short references from two faculty members acquainted with the work of the proposed undergraduate. At least one of these should be from the same department in which the undergraduate is registered for his/her degree, and should be asked to comment on the student's academic performance and grades to date, their attendance record, and their likely degree outcome.
- A letter from the Head of the department that would host the bursary, indicating the department's willingness to administer the bursary according to the Society's terms and conditions (see the society website).

Please note that applicants may follow the traditional route of submitting hard copies sent by post.

Applicants also have the option instead to prepare and submit a single PDF file of the aggregated, signed application material to [expsychsoc@kent.ac.uk](mailto:expsychsoc@kent.ac.uk). In this case it is the applicant's responsibility to ensure that all material is compiled and formatted appropriately.

**In either case material must be received in the office by 1st March.**

Please do not send a hard copy through the post if you have already emailed your submission.

Hard copies should be sent to the Hon Secretary:

**Professor Heather Ferguson  
School of Psychology  
Keynes College  
University of Kent  
Canterbury  
CT2 7NP**