**Graduate School Mobility Scholarship Funding Terms and Conditions 2019**

1. The funding must be used for the purpose detailed on the application submitted to the Graduate School unless there is express permission from the Graduate School.
2. Funding will be provided in advance of the trip via a payment in My Campus to allow students to purchase tickets for travel etc. In advance of this, students should provide written (email will suffice) confirmation that the visit has been agreed by the receiving institution (where relevant).
3. All students provided with funding must submit a report within one month of their return along with all receipts relating to the funding. These should be submitted electronically to [scieng-gradschool@glasgow.ac.uk](mailto:scieng-gradschool@glasgow.ac.uk) . Funding will be cancelled and repayment required if receipts are not provided.
4. Students are required to submit a further report one year on from their trip updating the Graduate School on any further outcomes of the mobility experience (conference presentations, publications, grant funding).
5. Students must consent to details of their mobility visit being publicised on the Graduate school webpages unless they have a valid claim that their visit should remain confidential. A photograph should be provided along with the final report to accompany any article on the website.
6. If the estimated expenditure is higher than the amount spent the student must return the difference. The award will be adjusted on my campus to reflect the revised amount.
7. If the estimated expenditure is lower than the amount spent the Graduate School will review reasonable claims and consider adjusting the award depending on the remaining funds in the mobility scholarship budget.
8. Priority will be given to students who have not already benefited from the scheme.
9. Students must submit a research furth application to the Graduate School if their visit is for more than one month: <http://www.gla.ac.uk/services/postgraduateresearch/mobilityandcollaborationopportunities/researchfurthofglasgow/>
10. Students must complete a risk assessment which is approved by their School in advance of their visit.

I confirm that I wish to accept the mobility funding offer and agree to the above terms and conditions

Name:

Date: