
Guidelines for Applicants 2023

These guidelines provide guidance for **The Royal Society of Chemistry (“RSC”) Undergraduate Research Bursaries (“the Bursaries”)**.

The Bursaries will be awarded during the period June – September 2023 only.

Please ensure that you read the [website](#) and these guidelines before making an enquiry or completing an application form.

The closing date for receipt of applications is 2 pm 20 February 2023.

For all questions about the Undergraduate Research Bursary application process that are not answered below or through our website, please contact funding@rsc.org.

In accordance with the Conditions of Award, in the event that the Applicant wishes to withdraw their application or if they receive funding from another source, the Applicant must inform the RSC immediately by email (as above). The RSC reserves the right to reallocate the funds and resources accordingly.

Your application

We highly recommend to applicants that you speak to your project supervisor and academic tutor before beginning your application and ensure they are aware of the requirements this year and the application timelines. You will be unable to submit your application without their contributions and **applications which have not been submitted by the deadline will not be considered.**

Your application will need to include:

A project proposal from your supervisor that must not exceed **two sides of A4** and must include:

- *Description of the project to be carried out.* Please include title, brief background, the aims of the project, details of the investigation to be carried out and the methods to be used. Please include any details of funds available to support the research expenses for the project and if any external facilities are required. Up to three literature references may be given, but please **do not** send reprints.
- *Details of the role of the student in the project,* including what arrangements will be made to supervise the student, the training provided to the student, an approximate timetable for them, and what objectives you hope to achieve in the period of the grant. Please ensure this contains a feasible timeline and details on what the student will be expected to complete. This will be assessed for its appropriateness for the student and whether it is reasonable in the timeframe.

A reference letter from your tutor should include:

- A brief description of the relationship between the tutor and the student
- How the tutor feels the student would benefit from receiving a grant
- A comment on the student's academic performance to date (including practical skills where appropriate)
- The student's likely final degree result or rank order in course group or current overall mark. Please indicate how these relate to degree classification.

Location of your project

We would like to remind applicants that our Undergraduate Research Bursaries do not restrict you to the university at which you study. You may instead apply with a supervisor at an alternative university, research institution or business in the UK or Republic of Ireland. Such applications **will not** count towards the grant allocation of either university.

Nature of Bursary

The purpose of the Bursary is to give experience of research to undergraduates with research potential and to encourage them to consider a career in scientific research.

The Bursary provides support for the student at a rate of £364.70 per week (£10.42 per hour for a 35 hour working week) for a period of between 6 and 8 weeks.

Eligibility

In order to apply for the Bursary, the following criteria must be met:

- The student applying must be in the **middle years of their first degree** (i.e. year 2 of 3 or years 2 or 3 of 4) at the time of their application. Applications from first- or final-year undergraduates or from graduates will **not** be considered.
- **Mature students** are eligible to apply, but must not have a previous degree in any subject.
- The student is a member of the RSC. Student membership is free and it is very quick and easy to join. For more details, please see our [membership page](#).
- The student must be registered at a **UK or Republic of Ireland Institution** (whether full-time or part-time) for the majority of their undergraduate degree in the chemical sciences.
- The student **must not** be in receipt of financial support from other sources for the project that is the subject of application.
- The project **must not** count towards the student's academic credits, be used for expeditions or be conducted overseas for more than 50% of the project time.
- The student's supervisor must be conducting research in the chemical sciences at a university, research institution or business located within the **UK or Republic of Ireland**.

Only **one** application may be submitted per student. Strictly **no more than four students** from any one institution will be funded for projects at their home institution. Please bear in mind that this is a national scheme with a limited number of bursaries.

We request that institutions are thoughtful about the number of applications they submit (if submitting more than 4) and are considerate about the time given by our volunteer reviewers to ensure the scheme runs smoothly for our applicants.

Applications from students applying to undertake research at an institution other than where they are studying do not count towards the allocation of either institution (the “home” or the “host”).

Please note that meeting the eligibility set out in these Guidelines will not automatically result in you being entitled to or offered the Bursary. Adjudication, assessment and allocation of the Bursary shall be at the RSC’s absolute discretion.

Supervisors will be required to make a declaration that their Head of Department supports the application and the department is willing to administer the funds for the projects. The Head of Department is no longer required to provide a separate declaration before the application deadline.

Assessment

All applications will be assessed by expert referees from our Researcher Grants Peer Review Group and final decisions will be made by the Undergraduate Research Bursary Decision Panel. The Bursary scheme is highly competitive and applications will be assessed on the merits of the student (including the experience to be gained) and the scientific merit of the project.

High scoring applications will typically involve:

- Students who have excellent research skills and are expected to achieve a 2.1 degree or above, but who have not yet had an opportunity to experience research.
- Research projects that have clearly defined objectives and learning outcomes that are achievable by the student in the time available. This should be supported by a clear and reasonable timetable for the student’s work and information about the supervision and support of the student.
- Projects that give scope for thought and initiative on the part of the student and do not use the student as a general assistant within the Supervisor’s department or otherwise at the institution.

For the Conditions of the Award and the Final Report Requirements, please see our [website](#). Decisions made by the Undergraduate Research Bursary Decision Panel are final and there is no right of appeal.

How to apply

The main applicant for the Undergraduate Research Bursary should be the **student**, who is responsible for proposing a Project Supervisor and Academic Tutor. The link to the online application form can be found on our [website](#).

The student will be asked to fill out an application form and add the details of their proposed Supervisor and Tutor so they can fill out supporting documents.

Please note that all tasks for the application form must be completed and the application form itself submitted by **2 pm** on **20 February 2023**. It is the Applicant's responsibility to ensure his/her Tutor and Project Supervisor complete their part of the application form in time.

If successful, the Bursary will be paid to the Institution and not to the Applicant or Supervisor individually. The Bursary must only be used by the Applicant for work on the proposed project as detailed in the application and may not be used for any other purpose without the prior consent of the RSC.

Bursaries are granted on the understanding that the proposed project complies with the safety and ethical regulations of the Institution, and that the Institution will ensure that the requirements of all relevant regulatory authorities will be met before the project commences. The RSC does not take any responsibility for such matters.

Applicants are reminded to provide any supporting documentation relevant to their proposed project at the point of submission of their application form. Failure to provide sufficient detail or supporting documentation may delay consideration of your application and/or result in rejection.

The RSC will contact successful applicants at the start of May 2023.

Bursaries awarded to successful applicants will be made by BACS payment to the Supervisor's Institution during May and June 2023.