****ESRC DTC Application Form for**

**Overseas Institutional Visits Scheme**

**Student Details**

|  |  |
| --- | --- |
| Student surname: |  |
| Student forename(s): |  |
| Student ID number: |  |
| Supervisor: |  |
| Year studentship started: |  |
| Academic department: |  |
| Email address: |  |

**Trip details**

Please give the details of the proposed trip:

|  |  |  |
| --- | --- | --- |
| Period of trip | Host institution  | Contact |
| From | To |
|  |  |  |  |

**Indicative costs**

Please itemise the indicative cost of your trip, including rationale where appropriate, and including supporting evidence of the cost (e.g. link to website detailing cost, receipt, etc.).

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Reason** | **Cost** | **Evidence** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total indicative cost:** | **£** |  |

**Purpose**

Please detail your proposed purpose for this trip, and evidence how this will be of value to your research or your development as a researcher (max. 1,000 words)

|  |
| --- |
|  |

**Supervisor Endorsement**

For all applications a supervisor’s signature is required along with a statement of support.

Supervisor signature: ………………………………………………………………

*An electronic signature will be accepted.*

Statement of support

|  |
| --- |
|  |

**Address (required for Finance form)**

Address line 1: ………………………………………………….

Address line 2: ………………………………………………….

Town/City: ………………………………………………………..

Postcode: ………………………………………………………….

**Applicant’s bank details (to be used if application is successful)**

Bank name and branch location: ……………………………………………………

Sort code: ………………………………………………………………………………………

Account number: ……………………………………………………………………………

Name on account: …………………………………………………………………………

**Confirmation**

I confirm that I have completed this form fully, attached all required documentation, and sought the endorsement of my supervisor.

Student signature: ………………………………………………………………………………………

*An electronic signature will be accepted. Please ensure that this is a scan of a handwritten signature that you are happy for the Funding Support Officer to paste onto the Finance form. This is due to the form changing following the introduction of New Core. If you would not be happy to provide an electronic signature to be used, please declare this when submitting your application and you can arrange to sign the form in person.*

Please submit your completed application form electronically to: studentships@contacts.bham.ac.uk

**Application Deadline**

Applications will be considered on a rolling basis.