

Research Studentship Terms & Conditions

The Society will be represented by the chair of the Studentships Committee, on behalf of the FSBI Council, in all communications concerned with the appointment and administration of FSBI Studentships.

1. Entrance requirements

1.1 The competition for studentships is open to suitably qualified candidates who are members of the Fisheries Society of the British Isles. To be eligible, applicants must be paid up members of the FSBI at the time of making a grant application.

1.2 Successful applicants should hold a first or upper second-class honours degree in a subject relevant to fish biology, normally in biological sciences. An alternative qualification, or combination of qualifications and experience, demonstrating equivalent knowledge and ability may be considered by the Studentship Committee.

1.3 Students will be subject to the normal conditions of appointment of the host institution.

2. Financial support

2.1 Successful applicants will receive an annual maintenance stipend for a period of four years. The current stipend is approximately £1,000 more than UK Research Council (UKRI) standard rate, with a differential stipend (London weighting) of £3,000 for students registered at London-based universities. The stipend is paid directly to the student on a quarterly basis, the first instalment being paid on confirmation of registration at the host institution. The studentship award may begin at any time within nine months after the award letter has been received. Funding of the PhD ceases 48 months after initial registration or on PhD completion (taken as the final version of the thesis being submitted with corrections and accepted by University), whichever happens first. No funding extensions beyond four years will be granted.

2.2 The Society will be responsible for the payment of institutional fees, including the costs of tuition, registration for a higher degree, and *viva voce* examinations. The Society will pay annual university fees up to the level required for UK residents. Students from outside the UK must evidence arrangements to pay the balance of any university fees (e.g. match funding and/or fee waiver from the University).

2.3 An annual Research Support Training (consumables) Grant of £3,500 will be allocated to the Department hosting the student. This grant will be administered by the supervisor but must be solely for the benefit of the student's research.

N.B. No further funds will be made available by the Society to support the student's research, so supervisors and students must consider carefully how they would fund expensive field or laboratory work. The Society will not make additional payments to cover the costs of open access publishing.

2.4 Students will be encouraged to undertake paid teaching within the host institution, provided that such duties including preparation do not exceed six hours per week.

2.5 Students will be eligible to apply to the Society for a travel grant to attend scientific meetings, provided that a paper or a poster is presented at the meeting.

2.6 After awards are made, all correspondence regarding the studentship should be directed to the chair of the Studentships Committee, whereas correspondence regarding payment of the stipend, registration fees and contribution to consumables should be directed to the FSBI Treasury (treasurer@fsbi.org.uk).

3. Conditions of appointment

3.1 Research projects may be in any field of study relevant to fish biology and to the aims of the FSBI, as listed on the inside cover page of the *Journal of Fish Biology*. Projects concerned solely with shellfish (Mollusca or Crustacea) are not eligible for support.

3.2 The studentship must be taken up at a degree granting institution within the UK or the Republic of Ireland.

3.3 The studentship must start in the same year as the award is made, normally 01 October.

3.4 The Society requires, with each application, an endorsement from the host institution that it can provide a place and adequate research facilities for the student, and that satisfactory supervisory arrangements will be provided. Similar statements must be provided by any collaborating institutions.

3.5 Successful applicants must register for a higher degree at the institution named in the application within three months of being appointed.

3.6 Vacations are permitted up to a total of 30 working days in the year, including public holidays. The periods taken must be approved by the supervisor.

3.7 The student must submit a brief annual report to the Society (maximum of 2 printed pages) giving details of progress and any problems encountered in the research project. The student must also prepare a 500-word summary that will be published in the Society's Newsletter.

3.8 A separate progress report will be requested from the supervisor at the end of each academic year.

3.9 An FSBI-supported PhD student is expected to remain a member of the Society for the duration of the studentship.

3.10 The financial support of the FSBI must be acknowledged in any publications arising from the research. A pdf copy of any such publication must be emailed to the chair of the Studentships Committee.

3.11 At the start of the studentship, the student must provide content for a personal webpage on the FSBI website.

3.12 Students are expected to attend the annual FSBI symposium and, when possible, to present a poster or research talk summarising an aspect of their funded research. The Society will cover all reasonable costs associated with attendance.

3.13 A reciprocal arrangement exists with the American Fisheries Society and the Japanese Society of Fisheries Sciences to support a student to attend their annual conferences in North America (usually summer) and Japan (usually early spring), respectively. The Studentships Committee Chair will announce a call for interest to attend these meetings as a representative of the FSBI, usually together with the President or other senior officer. The selection of student is at the discretion of the Studentships Committee. As a condition of studentship, all FSBI PhD students are expected to participate in at least one such international exchange during their studentship. The Society will cover all reasonable costs associated with attendance.

4. Termination of a studentship

4.1 The studentship may be terminated, or its conditions varied, without notice, at the discretion of the Council.

4.2 Students acknowledge and agree that failure to comply with the Equality Act 2010 will constitute a breach of these Terms and Conditions, and that a continuing breach of these Terms and Conditions will entitle The Society to suspend, or terminate the studentship.

4.3 Students also acknowledge and agree that failure to comply with the Modern Slavery Act 2015 will constitute a breach of these Terms and Conditions, and that a continuing breach of these Terms and Conditions will entitle The Society to suspend, or terminate the studentship.

4.4 Students acknowledge and agree that the studentship may be suspended with immediate effect, at the discretion of the Society, when progress or conduct is judged to be unsatisfactory, unlawful according to the UK law, or displaying behaviour that brings the Society into disrepute.

4.5 Awards will terminate on the date that a student ceases training or takes up paid employment if this occurs within the normal time period of the studentship. The student will be liable to refund to the Society money allocated for periods subsequent to that date.

5. Absence

5.1 Absence policies, including Maternity, Paternity, Parental and Adoption Leave (thereafter referred as Parental Leave), Sick Leave and Annual Leave, will follow those adopted by the UKRI Training Grant Terms and Conditions.

5.2 All absences from the institution other than those normally associated with research training or approved vacations must be reported to the Society through the supervisor.

5.3 Parental Leave must be reported to FSBI Studentships committee chair and treasurer before commencement and at its conclusion.

5.4 In the event of Sick Leave for periods exceeding two weeks medical certificates must be forwarded to the Society by the supervisor. The return to work following such absences must similarly be reported.

5.5 Awards will be maintained at the full rate for the first four weeks of absence covered by a medical certificate and at half rate for the next four weeks, within any twelve-month period from the first day of absence. Continued sick leave will normally lead to an award being held in abeyance.

5.6 Thesis submission dates will be amended for periods of Parental Leave, Sick Leave and/or part-time study, in accordance with host university policies and procedures.

5.7 The student may transfer part-time studies, at not less than 50% FTE, in accordance with host university policy and procedures, with funding from FSBI up to four years full time equivalent.

5.8 Student is eligible for an unpaid leave of absence or intermission with agreement and approval of their University regulations. The student must notify the FSBI of a period of leave in advance, including start and end dates, provide evidence of university approval, and confirm reactivation of studies one month in advance of resuming the studentship. The studentship completion date will be extended in accordance with university regulations. No additional research or stipend is available beyond the four-year equivalent.

6. General

6.1 The Society normally supports between seven and nine students in various stages of their PhD.

6.2 Normally two studentships are awarded each year. All applications will be acknowledged by email. Applications received after the application closing date will not be submitted to the FSBI Studentships Committee.

6.3 Applications are reviewed by the Studentships Committee, who prepare a short-list of candidates. Applicants will be informed if they have been selected for the short list at this stage.

6.4 Short listed applicants will be invited to attend for interview, usually to be held in late February. Expenses for attending the interview are paid by the FSBI, and these will include approved travel to the interview from within the British Isles.

6.5 The section of the application form describing the programme of research must be completed by the applicant to accurately reflect his/her personal interests and knowledge. Any contribution from a proposed supervisor or other persons related to key aspects such as the study design must be acknowledged, as indicated by the application form.



7. Variation to Terms and Conditions

The latest version of the Terms and Conditions apply to both new and existing FSBI funded students.