

MID-TERM VISIT FORM

*This form, signed by your supervisor, must be submitted at least **8 weeks** before travel.*

Name: _____

Scholar ID: _____

Section 1: Travel Details

Depart from UK on: _____ Return to UK on: _____

Please note that it is your responsibility to ensure your passport and visa are in order. You may have problems being readmitted to the UK on your return if your leave to remain has expired, or is close to expiry.

Leave to remain date as stamped in your passport: _____

Section 2: Visits Home Allowance

Your stipend will be suspended during your mid-term visit. However, Visits Home Allowance can be paid to a predetermined maximum amount. To claim this you will need to supply documentation showing the rent payable for the period.

I wish to receive Visits Home Allowance Yes No

Section 3: Supervisor's approval

Supervisors are always asked to certify that they give advance approval for Mid-Term Visits. Applications should be made for travel to be undertaken between the fifteenth and twenty-eighth month of an award.

I confirm that the visit described above has been approved in advance as compatible with this Scholar's studies.

Supervisor's Name: _____

Supervisor's signature: _____ Date: _____

Section 4: Confirmation

I will keep the Commission informed of any changes to my travel plans, and I will inform the Commission when I have arrived back in the UK.

Signature: _____ Date: _____

Returning the form

Please return this form to your Programme Officer.