

## FIELDWORK INFORMATION FORM

Name: \_\_\_\_\_

Scholar ID: \_\_\_\_\_

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### Section 1: Travel Details

Fieldwork location: \_\_\_\_\_

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 will have problems being readmitted to the UK on your return if you do not have a valid UK visa.*

Expiry date of visa: \_\_\_\_\_

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### Section 2: Stipend and Family Allowances

*If you wish, we can maintain stipend payments into your UK bank account for a maximum of six months while you are out of the country on fieldwork subject to the conditions outlined in the Handbook.*

I wish to continue to receive stipend during my fieldwork:     Yes     No

*If your planned fieldwork is for longer than six months, you can choose to suspend your stipend or receive a local rate stipend for the period beyond six months. If you suspend, the time will be added on to the end of your award tenure. No additional time will be added if you receive local rate stipend during this period of fieldwork.*

I wish to suspend my stipend for the period of fieldwork beyond six months:    Yes    No

***You must complete this section if your family is in the UK with you:***

My family will remain in the UK whilst I am on fieldwork:     Yes     No

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### Section 3: Contact details whilst on fieldwork

Correspondence address:

Email address:

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#### **Section 4: Supervisor's approval**

Supervisors are always asked to certify that they give advance approval for Fieldwork.

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

I confirm that a risk assessment of the planned fieldwork has been carried out in line with the University's stated procedures in order to ensure that the fieldwork can be carried out safely

Supervisor's name:

Supervisor's signature:

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#### **Section 5: Confirmation**

I confirm that the information I have provided above is correct to the best of my knowledge. I will keep the Commonwealth Scholarship Commission Secretariat informed of any changes to my travel plans, and I will inform the CSC Secretariat when I have arrived back in the UK.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please email this form to your Programme Officer**