

MAXWELL AND MEYERSTEIN FUND – INFORMATION FOR APPLICANTS

Funding is available for individuals currently registered on a post-graduate course within the Faculty of English at the University of Oxford.

Individuals can apply for up to £200 to attend a conference or up to £400 for a research trip, to a maximum of £400 during each course of study.

Conditions

- a) Applications must be made and approved prior to any expense being incurred. If this is not possible, please provide an explanation in your application. Retrospective applications will not normally be considered.
- b) All applications must be supported by the student's supervisor (DPhil/MLitt) or course convenor (MSt/MPhil). The supervisor/convenor will be contacted automatically to confirm their support for the application.
- c) All applicants are expected to apply to their colleges as well as to the Maxwell and Meyerstein Funds and, where possible, to their studentship funders.
- d) Grants are not made for word-processing, photocopying, proof-reading, thesis binding; nor towards normal subsistence (food and drink).
- e) Applications for less than £40 will not normally be considered.
- f) All expenditure must be reclaimed using the eExpense form online: <https://finance.admin.ox.ac.uk/eexpenses-system> (click on the big red button on the right side of the screen to get to the eExpenses system. This will take you straight to the part where you can login using your SSO). All expenditure must comply with the University's Expenses guidelines available at: <http://www.admin.ox.ac.uk/finance/expenses/guide/>

To apply:

Please complete the [application form](#).

You should also ensure your supervisor (DPhil/MLitt) or convenor (MSt/MPhil) is aware that they will be asked to confirm their support for your application.

Applications can be submitted at any time before your trip.