

Introduction

The Department of EEE has established the Awards Panel whose role is to enable and promote high-quality research activities in the department of Electrical and Electronic Engineering, by providing financial support for attracting and securing PhD candidates with research interest that fall within the research activities of the department.

As such, the aim of the Awards Panel is to decide on the allocation of the departmental and college's available funding resources to PhD candidates, serving the above role. The available funding resources that fall in the remit of the Awards Panel include funds from the Department's recurrent budget, partial funding for CDT students, EPSRC DTP allocations, CASE conversions, and funding extension for current PhD students (see [appendix 1](#)). The Awards Panel also decides on nominations for other funding schemes centrally managed by the College (see [appendix 3](#)).

Awards Panel Meetings

The Awards Panel meets regularly throughout the year: normally in November, January, March, June. The dates of the panel meetings are aimed to be aligned with the main college's funding schemes. The number of PhD scholarship awards in each panel meeting depends on the available funding budget for the upcoming academic year and the suitability of the candidates. The panel usually allocates scholarships for the following academic year (earliest start is October) but given the available budget a small number of cases can be considered for the running academic year. In the latter case, this takes place in November Awards panel.

Membership

The Awards Panel normally includes at least one member of academic staff from each research group. Members of the Panel are appointed by the Head of Department and the Director of Postgraduate Studies, after a consultation with the Awards Panel members. The members of the Awards Panel are appointed for a duration of 5 years. The panel consists of minimum:

- Director of Postgraduate Studies (Chair)
- Postgraduate Admission Tutor and Deputy DPS
- Academic staff members (x3)
- Postgraduate Manager (Secretary)

Available Scholarships

The Awards Panel offers scholarships that support partially or fully the PhD candidate and to various degrees depending on the current available departmental budget, as well as on terms and conditions of externally funded scholarships.

Typically, a DTP or a fully supported departmental scholarship will cover:

- tuition fees (Home fees for DTP) for 3 years,
- provide a stipend aligned with UKRI rate + £2k London top-up for 3.5 years,
- RTSG (research training support grant) of £1,500 from 2024-25AY (£3k for DTP) over 3 years.

Details for other available PhD scholarships can be found in [appendix 3](#).

Academic staff contribution

Supervisors of successful candidates are required to contribute towards the cost of the scholarship. The contribution level requested depends on the current level of supervisor's staff account in each registration period (normally aligned with an academic year). The contribution is normally provided through the staff account. The table below indicates the current contribution levels depending on the funds available in the staff account at the point of awarding the scholarship. The current threshold is set to £30k. See example below:

Type of scholarship (based on 23-24 AY)	Departmental Contribution (yearly)	Staff acc. < Threshold Rate: 2%	Staff acc. >Threshold
Full overseas scholarship	£49,992	£1000	£4,999
Full Home scholarship	£28,352	£567	£2,835

Ranking Process

Only academic staff members of the EEE department can put forward a student to be considered for a PhD scholarship by the Awards Panel. A complete nomination for the awards panel should reach the PG Manager before the advertised deadline for consideration by the following awards panel meeting.

The PG manager collates the available information for each PhD candidate (PhD application form + Interview notes + Supporting form) and makes it available to the members of the panel. Prior to the meeting, the members of the panel score the students regarding their academic achievements and research potential using the available information, and the PG Manager collates the individual scores and produces a ranked list of the candidates.

When collating the scores, they are adjusted so that the average score of each panel’s member is the same and is equal to eight. Panel member’s scores of their nominated students are removed. During the meeting, the panel considers and discusses the ranking of the candidates. When the ranking is finalised, the panel allocates the available funding considering the ranking order and the nature of the funding (e.g. DTPs are allocated to home-fee status students only).

The possible outcomes for a candidate would be:

- a) to be offered a PhD studentship
- b) to be deferred to the next panel meeting as the panel may believe that the student was not strong enough to be awarded a scholarship at that meeting but may be ranked higher in subsequent meeting. No student can be deferred after the last panel meeting of that financial year (typically the meeting in June)
- c) to be removed, as the panel considers that stronger students are currently in place and/or will be put forward in subsequent meetings and given the available funding the candidate has limited chances to be awarded a PhD scholarship.

The members of the awards panel consider indicators for the student’s academic achievements and research potential as follows:

Academic achievement	Research potential
<p>To have, or are expected to obtain a 1st class MEng degree, or a 1st class BEng and Master’s at distinction (or overseas equivalent).</p> <ul style="list-style-type: none"> • Grades (transcript, GPA, final grade etc.) • Ranking in cohort • Awards for academic achievement • National and International standing of the institution • References x2 	<ul style="list-style-type: none"> • Applicant’s research statement (written in support of application) • Performance at interview (as evidenced in interview notes) • Supervisor’s statement of support • Internships, placements, work experience • Publications (the quality of journals/conferences will be considered/ time frame for producing them) • References x2

Further Information

1. Number of departmental supported students per member of staff.

The number of students that are supported by the department per academic staff cannot exceed N in an academic year, where N has been decided to be 5 for academic year 2021-2022, 4 for academic year 2022-2023, and 3 onwards. Every full or partial studentship (regardless of the contribution) is accredited 1 unit. On the award of a scholarship, the credit will be allocated to the supervisor for the academic year that the student starts their

studies, and a credit each year for the following 2 years (3 years in total). In the case of a co-supervision, the credit is allocated only to the first supervisor. When a member of staff has a number of students strictly greater than N, then for that academic year, they can put forward for consideration only students with Home fees status or a female student in March panel for the Maria Petrou PhD Scholarship. They can still act as co-supervisors for any student. Examples:

- (a) In August 2021 we looked at the number of PhD students supported by the awards panel and who started during the period 1st August 19 until 31st July 21, for any staff member with a number of such students that exceeds N=5, the above restrictions applied.
- (b) In August 2022, we looked at the number of PhD students supported by the awards panel and who started from 1st August 20 until 31st July 22, for any staff member with a number of such students that exceeds N=4, the above restrictions will apply.
- (c) From August 2023 onwards, we will use the same approach but N=3.

2. Upper limit on the number of students put forward per academic staff per Awards Panel meeting

An academic staff can only put forward up to one student per category (Home / Overseas) per panel. In order to support academic staff in deciding the strongest candidates to be put forward, the criteria that the panel uses for the scoring of the candidates, as well as information on previously successful candidates are available through the Awards Panel.

3. Publicizing of the Awards Panel outcome

After every Awards Panel meeting, the following information will become available through [a link](#) in the Awards Panel website accessible only by EEE academic staff:

- Minutes of the Awards Panel meetings, including final ranking/scoring of the candidates
- Supported documentation for each candidate (application form, supported statement of the supervisor, any other documentation submitted to the Awards Panel for supporting the case of the candidate)

4. Funding Extension request and support using staff accounts

The students are normally awarded a stipend for 3.5 years. The Awards Panel will not consider requests for funding extension beyond this period. A supervisor can request a funding extension through their staff account (F-code) for the stipend for a maximum of 6 months. As the need for such funding extensions may be unforeseen, a budget of £40K is ringfenced every year from the Awards Panel budget for supporting such extensions. Such requests should be communicated to DoM and the Awards Panel, and normally will be granted except if the available budget does not permit it. In that case, a special case to DoM needs to be filed. Staff can also support enrolled PhD students through their staff account (F-code), however, they can support them for a maximum of 6 months for the whole duration of their PhD studies. Special cases to DoM needs to be filed for requests that go beyond 6 months of stipend or for requests to support tuition fees. These are granted only in exceptional circumstances.

5. EEE Hardship fund

The EEE Hardship fund is handled by the Awards Panel. The available support will depend on the situation and the funds can range between £1000-£3000 per case. The aim of the fund is to provide short-term support to PhD students that struggle financially. The financial support is not intended to be used towards tuition fees or visas. A case can only be considered by the Awards Panel only if the College's Student Support Fund has been explored first¹.

6. Starting package for new hires

In order to support the new hires, the department usually provides a full PhD Scholarship as part of the starting package. This PhD scholarship can be allocated to Home or Overseas student. The decision to offer such a scholarship to a student does not require the approval of the Awards Panel. Nevertheless, the PG Manager needs to be informed as soon as possible if such offer is made to make sure there are enough funds left. In the case where a PhD candidate, that has been put forward by the new academic staff (new hire) to the Awards Panel, is awarded funding through the competitive process, such award utilises the starting package PhD scholarship.

7. CDT funded students

The Awards Panel normally grants requests for funding of successful CDT admitted applicants that have secured partial funds through a CDT when the funding request towards the department is less than £6k per year. Nevertheless, the PG Manager needs to be informed as soon as possible. In all other cases, the CDT admitted students need to be ranked by the Awards Panel as all other applicants for scholarships.

8. External Funding Scheme matching funding

The above funding mechanism is tailored to support PhD candidates that have won competitive grants but where the funds awarded do not fully cover the tuition fees and living expenses (as defined by UKRI). The Awards Panel adopts an automatic top-up mechanism to enable those students to undertake their PhD studies with the department. The mechanism aims to complement the existing funding support, covering any short comings to the tuition fees or stipend (matching the UKRI stipend). The department will commit funding of up to £30k within a 3 year period (the funds can be distributed according to the needs of each case, but this should be agreed at the start of the PhD, and would cover only short-fallings in fees or stipend (as defined by UKRI).

This scheme applies under the following conditions:

¹<https://www.imperial.ac.uk/students/fees-and-funding/financial-assistance/student-support-fund/>

- The student should have won a competitive grant.
- It is only available to students with overseas fees status
- The combined support (competitive scholarship and support from the department) should cover a minimum of 3-year period and should provide a stipend equivalent to UKRI stipend.
- The required departmental funds (up to the limit defined below) will be sourced as follows: 70% from EEE account, and 30% from the supervisor's F-code.

The students under this scheme will not be ranked by the Awards Panel.

9. Letters towards proposal support

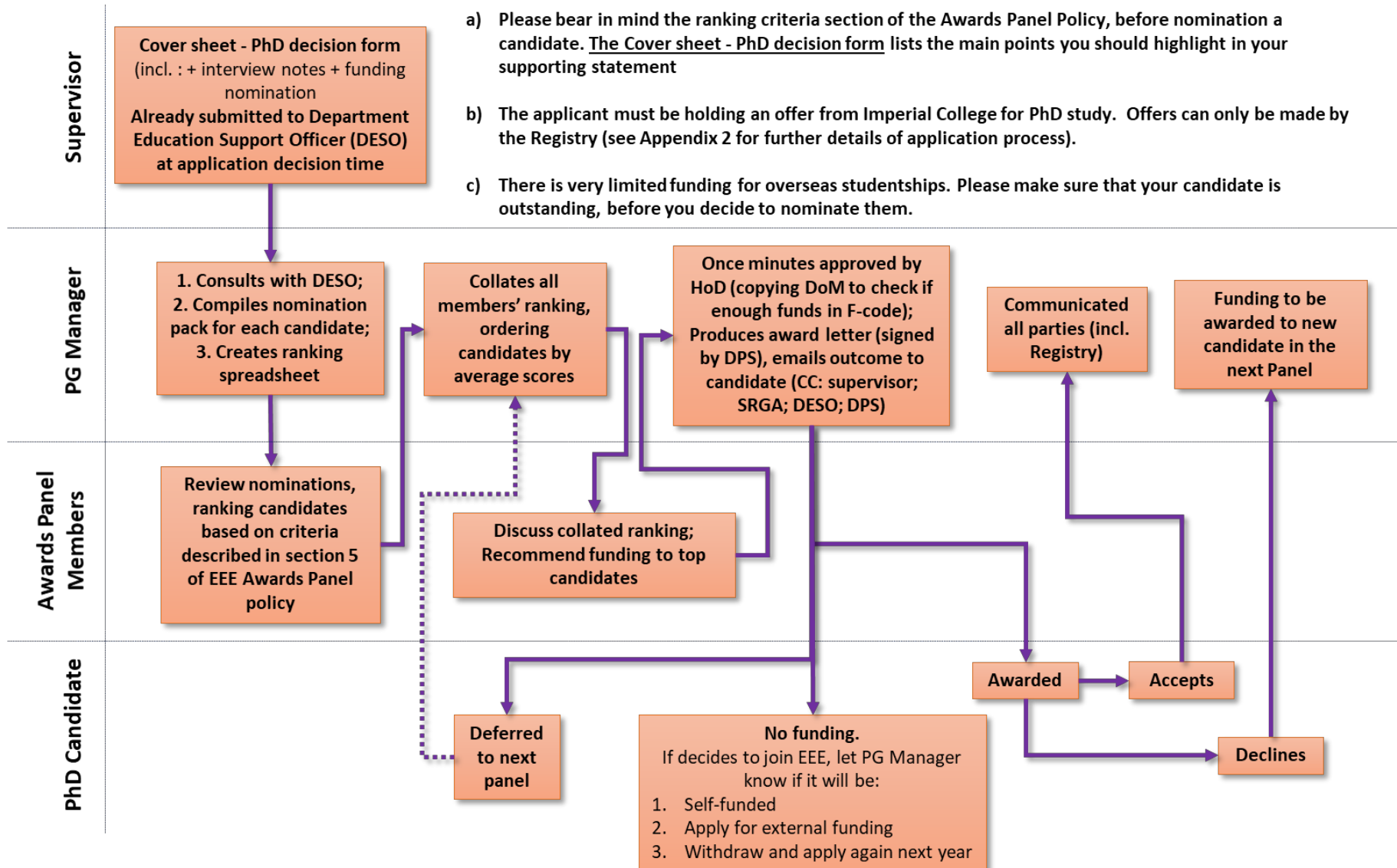
In case the HoD has provided a commitment letter for PhD funding for supporting a proposal submission, the required funding will be supported by the Awards Panel budget. The above commitment is honoured by the department directly, so the PhD student for that position will not be ranked by the Awards Panel. Normally, such commitment refers to a Home fees PhD scholarship. Upon a successful outcome of the submitted proposal, the PI should inform the Awards Panel through the PG Manager.

Maria Petrou Scholarship For Women

The Professor Maria Petrou PhD Scholarship has been established to help recruit, retain and advance the careers of all women, including cis and trans women in engineering. Applicants of any nationality are eligible for consideration for this prestigious academic scholarship. Eligible applicants do not apply directly for this scholarship — if they have been made a PhD offer by the Department of Electrical and Electronic Engineering, an application can be put forward by their supervisor. This award is assigned at the March Awards panel meeting. At the meeting, all nominated eligible students are ranked together with all eligible students who have already secured the EEE bursary in a previous meeting in that financial year (i.e., in November or January). The award is given to the top candidate. If the candidate who secures this bursary had already secured the EEE bursary, then the EEE bursary which has been freed up is allocated to the first not funded applicant eligible for this scholarship.

4. Nomination process

See [Appendix 2](#) for the EEE PhD application process.



- a) Please bear in mind the ranking criteria section of the Awards Panel Policy, before nominating a candidate. The Cover sheet - PhD decision form lists the main points you should highlight in your supporting statement
- b) The applicant must be holding an offer from Imperial College for PhD study. Offers can only be made by the Registry (see Appendix 2 for further details of application process).
- c) There is very limited funding for overseas studentships. Please make sure that your candidate is outstanding, before you decide to nominate them.

[Appendix 1 – Funding awards decided by the department Awards Panel](#)

Department's recurrent budget

The department ring-fences £1.5 million per year to support PhD studentships. This includes the department's running commitments towards the cost of previous allocated funding related to PhD scholarships. The uncommitted funding is available at the Awards Panel disposal to be used in the most strategic way:

- Normally, but not exclusively, for full or partial funding for top Overseas/Home candidates.
- To cover the difference in Overseas fees for successful candidates for schemes such as the International EPSRC DTP (IDS) or the President's scholarship.
- To honour the stipend and the travel allowance for candidates successful for the CSC scholarship scheme.
- Cover an element of CDT-related student funding.
- Provide £700 RTSG for all students that are self-funded

CDT partial funding

CDT candidates that have been offered a place in a CDT programme and require £6,000 per year or more in contribution towards a scholarship, will need to be considered and ranked by the department awards panel, before the CDT offer can be agreed. If less funding is required, the funding can be approved directly through the DPS or PG Manager.

EPSRC DTP allocations and CASE conversions

The Faculty allocates EPSRC DTP scholarships to each department on a bi-annual basis, as per the Research Council DTP grants awards schedule in effect since October 2016. In the past few years, EEE Department has been receiving, roughly, five scholarships per year. The allocation of these scholarships is decided by the awards panel.

Notes about [non-UK students' eligibility](#):

- a) Up to 30% of the DTP may be used to support International Doctoral Scholars (IDS), so that institutions may support the very best students of all nationalities without normal residency eligibility restrictions applying. This is for a PhD candidates with fees classed as Overseas. Faculty allocates [IDS](#) to Departments on rotational basis, alphabetically. The IDS candidate receives a full scholarship at Home level (stipend, fees and RTSG – research training support grant, used by the student for consumable, travel, courses, etc.) and the department, the student or external organization can cover the difference between Home and Overseas tuition fee.

CASE Conversions – Home students only

Departments are able to request CASE conversion studentships in addition to their allocation. CASE conversion studentships pool is managed centrally. Faculty normally makes a call for CASE nominations around January each year. The Postgraduate Manager will circulate it to the department when the call is published. The applications will be considered by the Directors of Postgraduate Studies (DPS) committee and assessed on the basis of the quality of the student and strategic fit of the proposed research project.

Additionally, Departments may convert their allocated DTP studentships to CASE. It can be done by adding the extra funding from an industrial partner. Please bear in mind that a formal funding agreement will need to be put in place before the student starts the PhD. It might take several months to have the agreement finalised. Please contact the Postgraduate Manager for advice, as early as possible in the process.

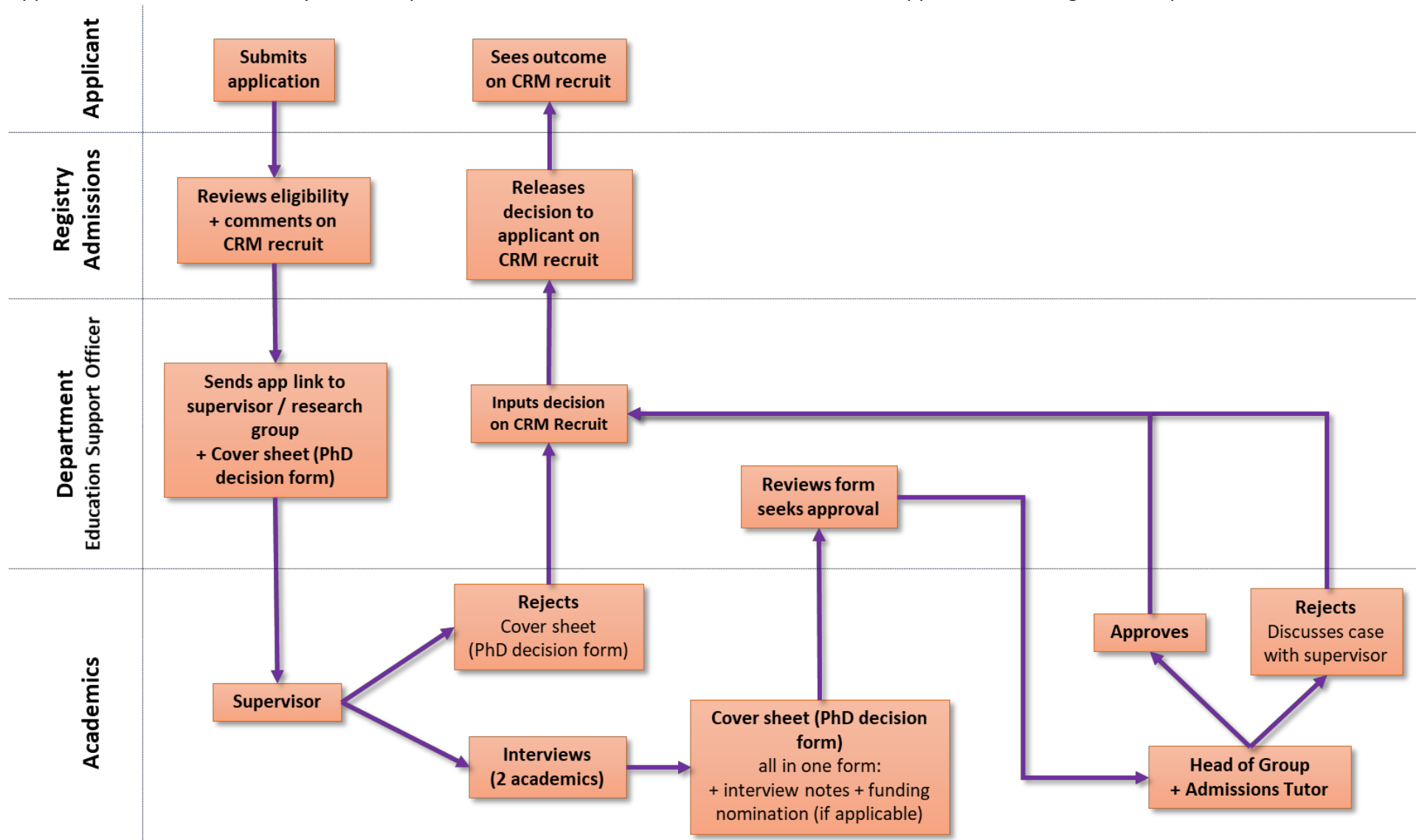
Therefore, the CASE scholarship is then funded in combination:

- a) from the regular EPSRC DTP Faculty budget or from the department conversion (from the allocation already provided)
- b) industrial partners provide additional top up to the project of a minimum of a third of the EPSRC funding which can be used, for example, towards project costs and enhanced stipends.

In all cases, the candidate needs to be ranked in the regular department awards panel in order to be considered for these schemes.

Appendix 2 – PhD application process

Applicants are advised that they should expect to receive a decision within 8-10 weeks of the application arriving in the Department.



[Appendix 3 – Funding schemes centrally managed by the College](#)

- [President’s Scholarship and search tool for other funding schemes](#)

[Click here](#) for Scholarships selection processes webpage for the following schemes:

- [Imperial Marshall Scholarship](#)
- [Imperial Commonwealth Scholarship](#)
- [China Scholarship Council](#) - (current students are not eligible)
- Lee Family Scholarship
- Anne Seagrim Accommodation Scholarship
- The Val O’Donoghue Scholarship
- The Beit Fellowship for Scientific Research
- The Class of 64 Scholarship
- [Islamic Development Bank Imperial Scholarship](#)
- [CONICYT](#)

Flowcharts in the next few pages are based on 2022-2023 entry – they might change ever so slightly each year.

President's PhD Scholarships – full stipend and £2,000 consumables paid by Central Funding, tuition fees paid at UKRI rate with difference paid by Department

Candidates must be in receipt of, or due to receive, a **first class or equivalent** in an undergraduate or integrated masters degree; **and/or**

Candidates with a standalone Master's qualification must have achieved a **distinction** or, where this has yet to have been achieved, be able to provide evidence of high performance that will lead to a distinction.

Applicants must apply through standard admissions procedure, there is no separate scholarship application.

Applicants must have identified a supervisor prior to applying, who is willing to supervise their project.

Departments nominate their top candidates for the scholarship based on **academic excellence** and **research potential**.

College Selection Panel will make offers, including ring-fenced allocations.

Michael Uren Scholarships - full stipend and £2,000 consumables paid by Central Funding, tuition fees paid at UKRI rate with difference paid by Department

Available to applicants for the Faculty of Medicine or the Faculty of Engineering. All other eligibility remains the same as President's PhD Scholarships.

Candidates applying to the President's PhD Scholarships will also be considered for the Sir Michael Uren Engineering Scholarship and the Sir Michael Uren Medicine Scholarship.

Applications put forward for this scholarship scheme will be considered at three points throughout the academic year.

Applicants who apply by 23:59 (UK time) **4 November 2022** and are awarded a scholarship will be notified by **23 January 2023**.

Applicants who apply by 23:59 (UK time) **6 January 2023** and are awarded a scholarship will be notified by **20 March 2023**.

Applicants who apply by 23:59 (UK time) **3 March 2023** and are awarded a scholarship will be notified by **22 May 2023**.

Imperial College | Centrally Managed Postgraduate Research Scholarships – 2023-24 Entry

Lee Family Scholarships – full tuition fees, stipend and £2,000 consumables paid by Central Funding

Applicants must have applied to study on a full time PhD course by **31 January 2023**.

They must not intend to exercise skills obtained as a result of the PhD in the UK.

Each Department to use the admissions applications and references to assess candidates' academic merit and potential.

Each Department to nominate one student by completing the [Qualtrics nomination form](#) by 5pm Friday 3 February 2023.

Nominated candidates to be forwarded to the Selection Panel for review.
Selection Panel - March 2023.

China Scholarship Council – stipend paid by Department and tuition fees paid by Central Funding

Student can apply for a three year PhD programme or a 1+3 programme. *Current IC students in year one of their PhD studies are also eligible to apply.*

Students with prior experience of studying overseas (including in the UK) are eligible to apply.

Applicants must either be resident in China at the time of application, or must be enrolled and studying at an overseas university or higher education institution at the time of application.

Successful scholarship applicants are required to return to China for a period of two years after completing their PhD.

Student submits an application to study at Imperial College. This needs to be received by Admissions by 31 January 2023.

Departments nominate their top ranked candidates by completing the [Qualtrics nomination form](#) by 5pm Friday 10 February 2023.

CSC review panel select top 15 candidates with 15 reserves.

Award confirmation will be given by SFS at end of June 2023.

Imperial College | Centrally Managed Postgraduate Research Scholarships – 2023-24 Entry

Anne Seagram Accommodation Scholarships - £10,000 per year paid by Central Funding

Applicants must have applied to study on a full time PGR or PGMR course, and have received an offer by 26 May 2023.

They must not intend to exercise the skills obtained during their studies in the UK after their course.

Each department to use admissions applications to assess candidates' academic merit and potential.

Department to nominate 2 candidates in June 2023 (date tbc).

Award offers will be given in July 2023.

Imperial Commonwealth Scholarships – stipend and tuition fees paid by Central Funding and Commonwealth

Scholarships available to permanent residents of developing Commonwealth countries - [Member countries | Commonwealth \(thecommonwealth.org\)](https://www.thecommonwealth.org).

Students must hold (by the start of their studies in the UK) a first degree of minimum 2:1, or a second class and relevant PG qualification.

Commonwealth sends College list of provisionally selected scholars in April-July 2023

College provides placement forms for successful candidates to departments to complete.

Once candidates have met all offer conditions, Commonwealth will issue them with final award letter around June-August 2023

Imperial Marshall Scholarships – funded externally

Applicants must hold their first undergraduate degree from an accredited 4-year college/university in the USA (at start of scholarship).

Applicants must have:

- obtained a GPA of 3.7 and above
- graduated from first undergraduate degree after April 2016.
- must not have studied for, or hold a degree/degree-equivalent qualification from a British university

Marshall submits applications to College and then College confirms which students will be funded around April 2023. Additional awards may be given to those who selected Imperial as second choice for Master's course, if funding allows.

Award letters are issued by Marshall in June 2023.