Centre for Graduate Support (CGS)

Postgraduate Student Research Funding

2024

Inspiring excellence, transforming lives through quality, impact, and care.

www.ufs.ac.za/centreforgraduatesupport

UNIVERSITY OF THE
FREE STATE
UNIVERSITEIT VAN DIE
VRYSTAAT
YUNIVESITHI YA
FREISTATA

UFS
**CENTRE FOR
GRADUATE SUPPORT**

BACKGROUND

The University of the Free State (UFS) is providing partial funding for research-related costs for registered master's and doctoral students. The funds are to be used for the collection of primary data for the purpose of meeting a specific research goal for the final presentation of the research. Funds are awarded on a competitive basis and depend on the availability of funds at the time of application. The research conducted must adhere to all university requirements, including policies related to the ethical conduct of research. Application forms are to be submitted at least eight weeks before the fieldwork is scheduled to take place to allow for timeous processing.

ELIGIBILITY
- Students must be registered for master's or doctoral studies.
- Students must have received research ethics approval.
- Master's students are eligible for research funding within the first two years of registration.
- Doctoral students are eligible for research funding within the first three years of registration.
- Students must demonstrate that all relevant UFS requirements relating to research have been met.
- Students must submit a detailed timetable for research-related travel.
- Students must provide a satisfactory progress report.
- Students must provide information on the rationale for the study, aims, objectives, and methods to be employed.
- Meeting the eligibility criteria does not guarantee a successful application. Funds are awarded on a competitive basis and depend on the availability of funds at the time of application.
- Retrospective applications are not permitted.
- Applications must be supported by the student's supervisor.

FUNDING
- A maximum of R4 000 may be awarded to master's students.
- A maximum of R8 000 may be awarded to doctoral students.

Budgets are expected to be prudent and economical, and budget items may be funded at lower levels than requested. The CGS may choose to award less than the allowable maximum, depending on the quality of the application and available funds.

If for any reason the research is abandoned or is unsuccessful, the student must inform the CGS within one calendar month to recover the research funds utilised towards the study.

Preference will be given to students who are unable to access alternative funds for research support.

Please note the following:

- The funding approval is not transferable to another applicant or study.
- Service providers will be paid directly, and **no** payment will be made into the student's bank account.
- Funding recipients must submit a progress report at the end of each academic year.
- Each application is assessed on its merits.

Applications must be sent to the following email address: PhakisiT@ufs.ac.za

RESEARCH FUNDING APPLICATION FORM

Please indicate your level of study:

- Master's ☐
- Doctoral ☐

SECTION A: STUDENT BIOGRAPHIC DETAILS

1. Student number	

2. Title		Initials		Surname	

3. Gender	

4. Citizenship	

5. Cellphone number	

6. Qualification registered for	

7. Year and month of first registration for the qualification	

8. Department	

9. Faculty	

SECTION B: SUPERVISOR DETAILS

1. Title		Initials		Surname	

2. Telephone number	

3. Email address	

SECTION C: CASE FOR SUPPORT

1. Please state the purpose of the research and the significance of the research. Include details of the itinerary and dates.

2. Does the research require ethical clearance?	*Yes*		*No*	

SECTION D: BUDGET

Please provide an outline of research expenses.

1.	R			
2.	R			
3.	R			
4.	R			
5.	R			
6. TOTAL	R			

7. Have you applied for funding from other sources?	*Yes*		*No*	
7.1. If yes, what is the name of the sources			*Amount applied for*	

8. Have you received funding from other sources?	*Yes*		*No*	
8.1. If yes, what is the name of the sources			*Amount received*	

SECTION E: CHECKLIST

Please attach the following documents:

1. Letter of recommendation from your supervisor	

2. Proof of ethical clearance	

3. Academic transcript	

4. Budget quotes	

5. Motivational letter	

6. Curriculum Vitae	

SECTION F: AUTHENTICATION

1. Student

I understand that: it is my responsibility to provide all the relevant information requested and certify that the information I have given in this application is accurate, to the best of my knowledge.

Signature		**Date**	

2. Supervisor

The student is conducting the research under my supervision. I recommend the application.

Signature		**Date**	

FOR OFFICE USE

Approved		Amount Approved	R
Not Approved			

Capacity	
Signature	
Date	

Applications must be sent to the following email address: PhakisiT@ufs.ac.za