PETERHOUSE BOOK GRANTS
2016/17

The College runs a book grant scheme whereby Junior Members of the College, both graduate students and undergraduates, may receive grants against the purchase of approved new or second-hand books relevant to their courses.

Books included in the application must have been bought at the personal expense of the applicant before the Division of Easter Term this year; in the case of students in their first year, claims may be made in respect of books bought on the advice of their Directors of Studies before coming into residence. It will be necessary for first-year undergraduate applicants to demonstrate that their Directors of Studies had advised purchase.

*It would be prudent for students, in the event of any uncertainty, to consult their Director of Studies or Supervisor in advance to determine whether a projected purchase would be approved for grant purposes.*

An application for a book grant must be made using the attached form. The completed form, together with itemised receipts for all purchases, should be taken to the applicant’s Director of Studies or Supervisor (or in the absence of such a person, their Tutor) for counter-signature. Receipts should be numbered serially to match the entries on the form. Students should then take the completed form and receipts to their Tutor, in person, who will submit the form on their behalf to the Tutorial Office.

Junior Members should submit **only one claim each year**, after gathering together the receipts for all their purchases up to the maximum amount of approved expenditure. Applications for book grants must be received in the Tutorial Office no later than **THE DIVISION OF EASTER TERM, namely 21 May 2017**, and grants will be credited against College Bills for that term. It is the responsibility of the Junior Member to submit applications to their Tutor well before this deadline.

**The grant to each applicant will be 50% of the cost of books purchased for academic work up to a maximum reimbursement of £50 per annum.**

Dr S. Hampton
Senior Tutor

October 2016
APPLICATION FOR A PETERHOUSE BOOK GRANT

Please note: The grant to each applicant will be 50% of the cost of books purchased for academic work up to a maximum reimbursement of £50 per annum.

NAME OF APPLICANT: .............................................. Email: .........................
(block capitals)

FACULTY/DEPT: .......................................................... (undergraduate/graduate)

<table>
<thead>
<tr>
<th>RECEIPTS NUMBERED SERIALLY</th>
<th>TITLE OF BOOK</th>
<th>AUTHOR</th>
<th>DATE PURCHASED</th>
<th>COST</th>
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I certify that during the specified period I acquired at my personal expense the books listed above.

SIGNATURE OF APPLICANT: .................................................................

I certify that the books listed above are approved and relevant to the applicant’s course of study.

SIGNATURE OF DoS/SUPERVISOR: ......................................................

DATE: ..........................................

This completed application form with receipts should be sent by the Junior Member to their Tutor for approval to arrive by the Division of Easter Term (21 May 2017).