**University of Westminster Scholarship Programme**

**Professor Geoffrey Petts Memorial Fund 2024-25**

**Report Guidelines**

As a successful applicant of the Professor Geoffrey Petts Memorial Fund you are required to submit a reflective report or short blog-piece detailing how the experience has benefited your research and personal development. This should also include at least one copyright free image.

The report must be submitted **within one month** of your fieldwork and should be sent to your Doctoral Coordinator and the Graduate School. The Graduate School may then upload these reports onto the Graduate School website for promotional purposes.

Blog:

* 500-800 words
* Offer a summary of your fieldwork and detail how the experience has benefited your research and personal development.
* Please include at least one image and ensure your name, school and project title are given in the document.

Alternatively, you can complete the following template:

**Student Name**: Click or tap here to enter text.

**School**: Click or tap here to enter text.

**PhD/Project Title**: Click or tap here to enter text.

**Fieldwork Location**: Click or tap here to enter text.

**Dates**: Click or tap here to enter text.

**Summary of Fieldwork** (300-500 words): Click or tap here to enter text.

**How has the fieldwork been of benefit to your research/studies?** (200-300 words)

Click or tap here to enter text.

**Would you recommend applying to the Professor Geoffrey Petts Memorial Fund and why?** (50-100 words)

Click or tap here to enter text.

*Please also send at least one copyright free image (jpeg or tiff) of your fieldwork.*

Once complete please send the report to your Doctoral Coordinator and the Graduate School (**via** [**graduateschool@westminster.ac.uk**](mailto:studentcentre@westminster.ac.uk?subject=FAO%20Graduate%20School%20Office.%20Petts%20Fund%20Activity%20Report.)**)**