

Staff Fee Scheme - for courses starting prior to academic year 2026/27

If you are a current staff member who plans to start a postgraduate course at the University of Cambridge, you may be eligible for the reduced staff fee for your course. In order to qualify, you must:

1. Be a candidate for a research course covered by the [Code of Practice for Research Students](#) (i.e. PhD, MSc, MLitt, CPGS, EdD, those MPhils examined by thesis and oral only). Course information can be found in the University's [Statutes & Ordinances, Chapter I](#). The MD course is not eligible for staff discount.
2. Have a contract of at least 40% full time employment with the University of Cambridge from the first day of the research course (this does not include employment in one of the University Partner Institutes, nor ESOL, nor CUPA, nor Colleges). The course is considered to start on the first day of term, which is 1 October for Michaelmas Term, 5 January for Lent Term, and 10/17 April for Easter Term.
3. Have your Head of Department's support for the reduced staff fee being charged. Where the employing department is different from the admitting department, the agreement of both Heads must be obtained.
4. Be able to demonstrate that your research will overlap almost entirely with your paid employment (for full-time courses) or contribute directly to it (for part-time courses).
5. Sign an undertaking that you understand and agree that if the employment contract comes to an end, then so will the reduced staff rate and you will be assessed for the remaining fees/maintenance in the usual way.

[Staff Fee Scheme Application form](#)

The Staff Fee Scheme stop ped accepting new enrolments at the end of the 2025-26 academic year, and has been replaced by the Staff Bursary Scheme. Staff members planning to start their course in Michaelmas Term 2026 or later should apply for a Staff Bursary instead.