**Department policy on SSP(long)**

The University Policy on SSP(long) needs to be applied.

The *Research and Graduate Studies Committee* (RGS) will take responsibility for administering the Department’s SSP(long) applications giving direct advice to the Head of Department concerning these.

The RGS committee will maintain a three (3) year rolling list of people who intend to apply for SSP(long) in the current year and two subsequent years.

The Chair of the RGS committee will call for expressions of interest for the current round, and for future rounds, when informed by the Faculty that a round is upcoming.

The RGS committee will give advice about whom to support, and for which round, based upon the following criteria:

1. That the University policies are adhered to.
2. The benefit of the programme of research proposed to the career of the applicant
3. The research track record of the applicant
4. The benefit of the programme of research proposed the Department’s strategic interests.
5. The ability of the Department to cover the teaching of the applicant
6. The quality of the Research programme
7. The length of time since the applicants previous SSP(long) or equivalent leave
8. Whether or not it is the first application for SSP(long)

Note; Advice may include delaying an application until the next round.