UNIVERSITY OF CAMBRIDGE

UNIVERSITY OF CANTERBURY
Te Whare Wānanga o Waitaha
CHRISTCHURCH NEW ZEALAND

Cambridge/Canterbury Exchange Programme 2026-27

Information about Cambridge Fellowships at the University of Canterbury

('Cambridge Fellowship')

Classification: In-Confidence

Background

In 2008 the Universities of Cambridge and of Canterbury announced the establishment of a reciprocal visitor programme entitled the Cambridge/Canterbury Exchange Programme. The first visits took place in 2009, and a series of distinguished Cambridge visitors have spent time at the University of Canterbury since then.

The goal of the Cambridge/Canterbury Exchange Programme is to build upon the academic links already developed and to benefit the students and staff of both universities. The Programme is primarily administered and funded by the University of Canterbury.

To quote the Memorandum of Understanding signed by the two universities in February 2008:

> *The University of Canterbury and the University of Cambridge, in furtherance of their mutual interests in teaching and research, and as a contribution to increased international cooperation between them, hereby agree to implement, within the framework of the regulation applying in each of the institutions and subject to the availability of resources, the following programmes and activities:*
>
> *i. Exchange of continuing academic staff members*
> *ii. Joint research activities*
> *iii. Participation in teaching, seminars and academic meetings*
> *iv. Exchange of publications, academic materials and other information*
> *v. Joint quality assurance benchmarking*

The Cambridge/Canterbury Exchange Programme is funded mainly by the University of Canterbury, with assistance from the bequest of John Angus Erskine, its distinguished graduate in science, engineering and economics.

The Programme brings undoubted growth in the exchange of knowledge, professional links and research collaborations between the two universities. The Fellowships to be awarded each year are available in all faculties and are additional to those available under the existing Visiting Erskine Fellowships. Visiting Oxford Fellowships, Erskine Grants, Oxford Grants, Visiting Fellowships, Canterbury Grants and other leave programmes.

University of Canterbury, Christchurch
New Zealand

University of Cambridge
United Kingdom

May 2026

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CAMBRIDGE FELLOWSHIP OPERATIONAL RULES

Operational Rules approved by UC Legal for 2027 onwards

1. **Aronga | Purpose**

Under the Cambridge/Canterbury Exchange Programme, Visiting Cambridge Fellowships may be awarded to academic staff members of the University of Cambridge who are already advanced in the learning of any subject taught at the University of Canterbury for the purpose of giving lectures to students in such subjects at the University of Canterbury and contributing generally to the teaching programme.

2. **Paearu māraurau | Eligibility criteria**

The eligibility criteria for the Cambridge Fellowship outlined below:

2.1 Nominees must be staff members of the University of Cambridge

2.2 Nominees must be fluent in English.

2.3 Nominees must be advanced in the learning of the relevant subject(s) taught in any faculty at the University of Canterbury.

3. Tukanga tononga | Nomination process

3.1 Nominations must be made using the appropriate form available (along with information documents) on the UC Intranet and must include the appropriate supporting documents.

3.2 Nominations for Visiting Cambridge Fellowships are to be made by the UC academic who will act as the host for the duration of the visit.

3.3 Nominations must be submitted to the Erskine Programme Office by the deadlines specified on the Erskine Programme website,[1] except where special allowance is made in writing by the Erskine Programme Office.

4. Tukanga whakaae | Approval process

4.1 In each yearly round there is a total of two Cambridge fellowships available. Nominations open in May and close 15 July each year. Invites will be issued by early September.

4.2 Nominations go through a five-stage process:

4.1.1 Approval by the Head of the Visiting Fellow's host school or department.

4.1.2 Approval by the Executive Dean or delegate of the fellow's host faculty.

4.1.3 Approval by the Pro-Vice-Chancellor for Education at the University of Cambridge

4.1.4 Review by the Erskine Programme Office to ensure that the nomination meets the eligibility criteria and approval criteria.

4.1.5 Approval by the Deputy Vice-Chancellor (Academic).

5. Paearu whakaae | Approval criteria

In approving a nomination, the Head of School/Department, Executive Dean or Delegate, and Deputy Vice-Chancellor (Academic) will consider the nomination with particular reference to the following:

[1] Link to: Nomination process | UC

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5.1 The length of the proposed fellowship: A Visiting Cambridge Fellowship must be for a period of between 28 to 90 days inclusive. A Visiting Cambridge Fellowship may be extended to up to 120 days if a justification for this extension is outlined in the nomination and subsequently approved by the Deputy Vice-Chancellor (Academic).

5.2 The nominee's proposed programme of teaching: A programme of teaching must include an average of at least of three scheduled contact hours with students (not including office hours) for each week of the teaching period that falls within their fellowship. A minimum of at least 12 scheduled contact hours with students (not including office hours) is required for a fellowship to be approved.

5.3 Whether the nominee has received a Visting Cambridge Fellowship (or any other visiting fellowship awarded by the Erskine Programme)in the past: An individual may not receive any Visiting Fellowship awarded by the Erskine Programme more than once in a four-year period.

5.4 The suitability of the nominee to teach at the University of Canterbury and the overall benefit that the nominee's visit will provide to the delivery of teaching and learning at the University.

6. Mahere utu | Value and payment schedule

6.1 A return economy-class airfare for the fellow and a spouse or immediate family member who will accompany the Visiting Cambridge Fellow on their visit to the University of Canterbury for a minimum of 28 continuous nights within the official fellowship period, between London and Christchurch. The second traveller is not required to travel with the visiting fellow in either direction. The specific flights must be approved by the Erskine Programme Office and will typically be the most economical flights (avoiding additional stops or long layovers where possible).

6.2 2nd Class Return rail or coach travel Cambridge/London

6.3 A travel insurance policy for the fellow and the second traveller for the duration of their Visiting Cambridge Fellowship.[2]

6.3 A maintenance allowance for living expenses, as detailed in the Schedule. This will be paid to a Visiting fellow shortly after the commencement of their fellowship via a prearranged method.

6.3.1 The maintenance allowance is payable for any nights of the teaching period inclusive of mid-semester breaks. Activities undertaken during the break might include seminars (with dates, topics & intended audiences provided), student field trips, postgraduate supervision, setting & marking of assessments, and student advisory services.

6.4 Accommodation for the fellow and their immediate family for the period of the Visiting Erskine Fellowship. Whilst every effort to meet the accommodation requirements of the visitor will be made, no specific style, standard or location is guaranteed.

6.5 Reimbursement of the New Zealand visa fees[3] for any visa that the Visiting Cambridge Fellow and/or the accompanying family member requires in order for the Visiting Cambridge Fellow to take up their fellowship. This reimbursement will be paid to a Visiting Cambridge shortly after the commencement of their fellowship, along with the maintenance allowance.

[2] See the wording of the University Travel Insurance Policy and Benefits Schedule for further details on what is covered by this insurance policy. UC Travel Insurance info can be found here: Travel Insurance.

[3] This excludes the costs of an NZeTA (visa waiver) or International Visitor Levy (IVL).

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6.6 A hosting allowance as detailed in the Schedule, paid directly to the fellow's host department, which may be used as determined by the host department for sundry expenses associated with hosting a Visiting Fellow.[4]

7. Paearu here | Tenability and retention criteria

7.1 The dates of each Visiting Cambridge Fellowship are proposed and approved through the nomination process. With the approval of the Erskine Programme Office, the dates of a Visiting Cambridge Fellowship may, in some circumstances, be adjusted within the calendar year of the fellowship. The change must be discussed with the Erskine Programme Office at the earliest opportunity to confirm it is feasible and approved by the Visiting Cambridge Fellow's host school/department. If the dates of the fellowship cannot practically be adjusted, a revised nomination form must be submitted.

7.2 In accepting a Visiting Cambridge Fellowship, a Visiting Cambridge Fellow agrees to fulfil the programme of teaching as set out in their nomination form. If any changes are made to the programme of teaching or the details of the visit, these **must** be communicated to both the host and the Erskine Programme Office at the earliest opportunity. In addition, the Visiting Fellow is expected to:

7.2.1 Arrange visas or a visa waiver for themselves and any accompanying travellers.

7.2.2 Liaise with the University's approved travel agent to book travel as soon as practicable, but **no later than three months before** the expected date of arrival (unless discussed in advance with the Erskine Programme Office). If travel is not booked within this timeframe, any increase in the cost of travel will be charged to the Visiting Cambridge Fellow.

7.2.3 Abide by the Staff Code of Conduct | UC.

7.2.4 Leave the accommodation clean and in good condition.

7.2.5 Submit a feedback report after the completion of the fellowship.

7.3 A Visiting Cambridge Fellowship may not be awarded alongside any other fellowship, award, or external funding, except with the approval of the Deputy Vice-Chancellor (Academic). Where a Visiting Cambridge Fellowship is approved alongside another fellowship, award, or external funding, the awards of the Fellowship will be decreased to avoid any overlaps in funding.

7.4 In submitting and approving a nomination, the host and host department agree to support the fellow prior to and during their visit, including by providing a warm welcome on arrival, arranging office space (may be shared), electronic equipment, Canterbury Card, IT access and email, an honorary membership to the UC Staff Club, and assisting the visitor in meeting their programme of teaching at the University. This will ensure the fellow is prepared for teaching and feels supported by the department.

[4] These sundry expenses might include transportation costs associated with collecting a Visiting Cambridge Fellow from the airport, groceries to support the fellow after their arrival, a welcome gift, a welcome dinner and coffee/lunch catchups between the Visiting Cambridge Fellow and their host department during the fellowship. Purchases may be determined by the Visiting Cambridge Fellow's host or host department, but must be consistent with UC policy, including the Purchasing Card (P-card) Policy and the Gifts, Koha and Hospitality Policy.

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8. Funding and Programme Review

8.1 The Cambridge/Canterbury Exchange Programme is made possible through funding from the University of Canterbury's General Fund and the bequest donated to the University of Canterbury by John Angus Erskine.

8.2 This scheme was trialed for three years and reviewed in 2011, 2013, 2017 and 2021. Both the University of Canterbury and the University of Cambridge have confirmed that the scheme will continue to February 2030.

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Visiting Cambridge Fellowship Hōtaka | Schedule

The monetary value specified is current as at 1 January 2027.

Maintenance Allowance:
The rate of maintenance allowance, as applicable, is $125 per night.

Hosting Fee:
The hosting fee, paid directly to the Host's Department/School, is $635.

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Additional Information

Term Dates 2026/2027

Canterbury

Semester One		
	Start date	**End date**
Term 1	22 February 2027	25 March 2027
Term 2	19 April 2027	4 June 2027
Semester Two		
	Start date	**End date**
Term 3	19 July 2027	27 August 2027
Term 4	13 September 2027	22 October 2027

Cambridge

	Start date	**End date**
Michaelmas	6 October 2026	4 December 2026
Lent	19 January 2027	19 March 2027
Easter	27 April 2027	18 June 2027
Michaelmas	5 October 2027	3 December 2027

Web Addresses

University of Canterbury home page:
www.canterbury.ac.nz

University of Canterbury Erskine Programme:
https://www.canterbury.ac.nz/engage/erskine/visitors/cambridge-fellows/

Global Engagement Office (Cambridge):
https://www.cam.ac.uk/a-global-university

Cambridge/Canterbury Exchange Programme:
https://www.cam.ac.uk/a-global-university/support-for-international-activity/exchange-programmes

Contacts

For any assistance, please contact:

Erskine Programme Coordinator, University of Canterbury

Email: erskine@canterbury.ac.nz
Post: Private Bag 4800, Christchurch 8140, New Zealand
Phone: +64-3-369-3375 (New Zealand Standard Time - 12 hours ahead of GMT/UST)
Office: Level 2 North, Matariki, University of Canterbury

or

Global Engagement Office, University of Cambridge

Email: globalengagementoffice@admin.cam.ac.uk
Post: The Old Schools, Trinity Lane, Cambridge CB2 1TT
Phone: +44 1223 763309

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