

## **IMPORTANT INFORMATION ON BURSARIES FOR STUDENTS 2012/13**

### **Introduction**

The University is offering bursaries worth between £320 and £1,095 for the 2012/13 academic year. They are in addition to any government grants you may receive and do not have to be paid back. Bursaries are designed to help students with course related costs such as books, equipment, travel or childcare. As bursaries are aimed to provide additional support for students from families with lower incomes the bursary is means tested.

### **Bursary Amounts**

Bursaries are means tested and the amount a student receives is determined by the residual household income as assessed by Student Finance NI or appropriate authority in Great Britain (Student Finance England, Student Finance Wales or the Student Awards Agency for Scotland) or, in the case of EU students, by the Student Loans Company.

There are different levels of bursaries for new students who are starting their course in the 2012/13 academic year and for continuing students who started their pre 2012/13.

### **Existing Students pre 2011/12 entry**

Bursary	Amount	Income
Band 1	£1,095	£18,820 or less
Band 2	£640	between £18,821 and £21,525
Band 3	£320	between £21,526 and £40,238

### **Existing Students (2011/12 year of entry)**

Bursary	Amount	Income
Band 1	£800	£19,203 or less

### **New Students (2012/13 year of entry)**

Bursary	Amount	Income
Band 1	£350	£19,203 or less

## **Eligibility for Bursaries**

In order to be eligible for bursaries students must meet the following criteria:

- the residual family household income, as assessed by Student Finance NI (or the relevant body in Great Britain – existing students only) must be within the bands listed above.
- students must be permanently resident in the UK or EU
- students must be registered on a full-time undergraduate course leading to a first degree, or a course leading to the Postgraduate Certificate in Education, for which the fees payable are £3,465. However, students on the degree in Social Work are not eligible as additional government support is available for such students.

Students on placement/intercalary year are not eligible for a bursary (where the fee is £1,725).

Although the money for bursaries comes from the University, the bursary is paid by the Student Loans Company into the student's bank account. In order to receive a bursary students must have applied for financial support to Student Finance NI or to one of the relevant authorities in Great Britain (that is, Student Finance England, Student Finance Wales or the Student Awards Agency for Scotland – existing students only).

EU students should apply for financial support to the EU Customer Service Team at Darlington - EU Customer Services Team, PO Box 89, Darlington, Co Durham, DL1 9AZ, Tel: +44 (0)141 2433570, Email: EU\_Team@slc.co.uk.

In order for the bursary to be paid students, including EU students, must have a UK bank account.

Applications must be made to the relevant authority by 30 May of the academic year for which support is sought, for example, by 30 May 2013 for bursaries for the 2012/13 academic year.

### **Note:**

Students taking one of the following courses are not eligible for bursaries as the fees are less than £3,465

- Associate Bachelor's Degrees (where the fee is £1,345)
- Allied Health Professional courses, that is Dietetics, Nursing, Occupational Therapy, Physiotherapy, Podiatry, Radiography, Speech and Language Therapy (where no fee is payable directly by students).

## **Payment of Bursaries**

The bursary will be paid directly into a student's bank account in one instalment on 11

March 2013. Bursaries will only be paid where a student is in attendance at the University on 7 January 2013. Bursaries will not be paid to students who leave before that date. Students who leave the course between 7 January and 8 April 2013 will be entitled to half the bursary as they will be required to pay half the tuition fees. Students who leave after this date and who pay the full fee will be entitled to the full bursary. Any overpayments as a result of students failing to inform the University promptly on leaving will be recovered, using a debt collection agency if necessary.

### **Notification of Bursary Amounts**

Although the amount of bursary is calculated automatically by the Student Loans Company (SLC) based on residual household income, the University is required to approve the bursary for each student. The University will wish to check carefully that bursary allocations are correct and will do so between October 2012 and February 2013. Once this has been done and the bursary approved, the SLC will write to students confirming the bursary and the amount. Students who wish to find out if their household income makes them eligible for a bursary prior to receiving the letter of confirmation from the SLC can check their residual household income by logging on to their account on the Student Finance website using their ART ID and their password (these will have been issued to students by the relevant Student Finance authorities). Students should not, therefore, contact the University with queries about bursaries until after 11 March 2013.

The links to the Student Finance websites for Northern Ireland, England, Scotland and Wales are:



### **Delays in Payment of the Bursary**

Delays in payment of bursaries may arise from a number of factors such as:

- The awarding authority has not verified the income data supplied by first year students – the University will not confirm the bursary until this is done. Any delay in verification will delay approval of the bursary.
- The student's application for support has not yet been approved by the awarding authority so details of the student will not be available to the University on the SLC Portal.
- The student or their sponsors (normally their parents) have indicated that they do not wish their financial details to be made available to the University. Where consent has been withheld and students want to be considered for a bursary they

should contact the Student Loans Company at 0845 603 4016.

- The student has failed to provide bank account details, or provided incorrect bank account details, so the SLC is unable to pay the bursary into the student's bank account.
- The student leaves the course or transfers to another institution so the bursary will have been cancelled by the University.

If, after reading the above, you still have a query you may contact the University's bursary help line at 028 9036 6031.