

# University of East Anglia

## University Bursary 2017-18

### 1. Bursary Terms and Conditions

#### 1.1. Eligibility

The University Bursary scheme described below is available to any student applying during the 2017/18 admissions cycle, including UCAS Extra, Adjustment and Clearing, who satisfy the following criteria:

- ✦ is a UK or EU citizen. International, Channel Islands and Isle of Man students are not eligible;
- ✦ is eligible for a tuition fee loan from Student Finance England, Scotland, Wales or NI;
- ✦ has been means tested by Student Finance England;
- ✦ has a qualifying household income;
- ✦ registers on a full time undergraduate degree or Foundation Year at the University in September 2017 and is subject to the £9,250 fee (2017 entrants) or £9,000 fee (2012 – 2016 entrants)
- ✦ Bursaries are awarded to students entering Higher Education for the first time. For this reason, students who have previously completed a degree programme with UEA, or any other Higher Education Institution, will not be considered.

Bursaries are also available to any deferred entry student who fulfils the same conditions.

Part time students who study a minimum of 25% full time equivalent (fte) may be eligible for UEA Bursary support. Any support given will be proportional to tuition fee paid.

#### 1.2. Level of Awards

Criteria	Support	Duration
Household income less than or equal to £16,000	£1,800	per annum for up to four years <sup>1</sup> of undergraduate study.
Household income £16,001 to £20,000	£1,000	per annum for up to four years <sup>1</sup> of undergraduate study.
Care Leaver	£3,000	per annum for up to four years <sup>1</sup> of undergraduate study.

<sup>1</sup> Support is provided for no more than four years of study even if course is longer. A Foundation Year counts as one year of study towards your maximum of four years of bursary support.

In determining the amount of bursary to which a student is entitled, the University will apply the following principles:

- ✦ The amount payable will be entirely dependent upon a student's household income as assessed by Student Finance England (Household income shall be defined as either parental income, if student is classed as a dependant, or students' own income if classed as an independent student).
- ✦ Bursaries may not be combined with other bursaries, but students may be eligible for scholarships in addition to any bursaries.
- ✦ Students will receive a bursary from the University during every year of study for which they have an eligible household income, for up to four years of undergraduate study.
- ✦ Where a student is granted permission by the University to interrupt their studies, the bursary shall not be payable during the period of interruption to study and shall be reassessed on return.
- ✦ The University reserves the right to obtain a refund in the event of a student gaining permission to interrupt their studies. Where a student changes the mode of their study from full-time to part-time, any bursary to which the student was entitled shall be reassessed accordingly.
- ✦ Where a student changes their mode of study from full to part time, or viceversa, any bursary to which the student was entitled will be reassessed accordingly.
- ✦ A student who is eligible for a reduction in gross fees - such as a year abroad, year in industry or as a member of staff - will then receive a proportional reduction on bursary, excluding reductions as a consequence of fee waivers. For example, students on year abroad pay 15% of fees and are therefore eligible for a maximum of 15% of their bursary.
- ✦ Any bursary entitlement due to a student would be reduced pro rata on their withdrawing from the course. The University reserves the right to obtain a refund to the pro-rata amount in the event of withdrawal from the course.

### **1.3. Payment of awards**

- ✦ Students do not need to apply for bursary support. The University will assess who is eligible using household income information provided by Student Finance England, and will notify the student accordingly.
- ✦ By default, bursaries shall be offered as a fee waiver, though students may opt to receive their bursary as an accommodation discount or a cash payment.
- ✦ A student will only be eligible for an accommodation discount if living in University residences.
- ✦ Payment of cash bursaries will be made in three instalments throughout the academic year.
  - ✦ For student who commence their studies in September (standard start date) the payments will be made 25% of total will be paid in December, 25% of total will be paid in February and 50% of total will be paid after Easter.
  - ✦ For students with a non-standard start date e.g. January, payments will be made 25% of total will be paid in February, 25% of total will be paid in June and 50% of total will be paid in August.
- ✦ Shortly after a student has completed the initial course registration process they will be advised of bursary eligibility and asked to confirm how they would prefer their bursary paid. If the student does not state how they would like to receive their bursary entitlement, the bursary will be paid as the default option of a fee waiver at the end of the academic year.
- ✦ In the event a payment has been made in error or a payment has been made of an incorrect amount, the University reserves the right to obtain a refund.

### 1.4 Care leaver definition

The Care Leaver's bursary aims to support care leavers who are entering Higher Education for the first time. UEA defines a Care Leaver as someone who has been in care of the Local Authority for a period of 13 weeks or more in the five years preceding the start of the course.

The bursary will be awarded to any student who:

- ✦ has been ordinarily resident in the UK for at least the last three years
- ✦ registers on a full-time undergraduate degree programme at the University in September 2017.
- ✦ is enrolling on their first undergraduate degree course
- ✦ is enrolled as a student at the University at the time of payment
- ✦ is 25 years of age, or younger, at enrolment
- ✦ provides a letter from a social worker or Local Authority as evidence of their status as a care leaver

### 3. Miscellaneous Information Relating to Bursaries

- ✦ Any future changes to the bursary scheme will not affect those students registering with the University for the first time in 2017/18 academic year.
- ✦ All successful Bursary holders may be asked to participate in University publicity.
- ✦ Part time students who study a minimum of 25% full time equivalent (fte) may be eligible for a UEA scholarship support. Any support given will be proportional to tuition fee paid.
- ✦ Any Bursary entitlement due to a student would be reduced pro rata on their withdrawing from the course.
- ✦ Bursaries are awarded to students considering Higher Education for the first time. For this reason, students who have previously completed a degree programme with UEA, or any other Higher Education Institution, will not be considered.
- ✦ Any payment due to be made by the University to a student in debt to the University may be reduced by the amount of the outstanding debt or may be set off against the outstanding debt.
- ✦ If household income changes, so therefore could the level of eligibility for a University Bursary. In cases where a change in household income results in an increase/decrease or loss of eligibility, the University will reclaim/increase the value of bursary under the revised eligibility.