

# **Terms and Conditions**

# **Undergraduate Bursaries and Scholarships**

**Students entering studies in 2024-25** 

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## Information about our awards

These Terms and Conditions refer to the University of Bath's undergraduate financial support for new first-year students starting study in the 2024-25 academic year. Many of our awards are made under the terms of the University's 2024-2028 <u>Access and Participation Plan</u> and also include scholarships supported by the University and donors. All our awards have eligibility criteria that must be met and may take into account one or more of the following:

- Your family household income as defined by your student loans provider (UK 'Home' students)
- Supporting students from specific backgrounds (using <u>contextual data</u>)
- Defined course, academic department or faculty requirements
- Your Level 3 qualifications achieved

Awards are allocated for 2024 entry only. If you defer or withdraw and restart, any award already offered or applied for will become void. If eligible, you will have to re-apply to be considered for support the following year, but this will be subject to the terms of the Access and Participation Plan, and any funding provision then in place. All of our funding information is published on our <u>undergraduate funding</u> web pages.

## **Application & General Guidance**

#### General application information

Our Gold Scholarship Programme (GSP) requires an application to be written alongside meeting the eligibility criteria. Provided you meet a <u>contextual criterion</u>, you will have the opportunity to apply for the GSP from mid-May via your Bath Application Tracker. You will also have the opportunity to declare and upload evidence for meeting a contextual criterion if appropriate.

#### Household income

In order to ensure that the University provides you with the financial support that you are entitled to, our Student Finance team will proactively import household income assessments from the Student Loans Company (SLC) on a weekly basis.

We can only accept household income data that is shared with us directly from the SLC. You can still <u>obtain a household income assessment</u> if you do not wish to take out a student loan.

It can take 6-8 weeks for the SLC to conduct and process a household income assessment; so, we strongly recommend that you start this process as soon as possible.

The consent option to share your household income with the University will be automatically ticked within your SLC application. Please ensure that neither you nor your parent/guardian unticks this, otherwise the University will be unable to assess your funding eligibility.

#### Household income reassessments

We will always use the most up to date income assessment that we have for you, allowing us to support you if you have a drop in household income during your time at Bath.

We cannot consider any household income reassessments that are received after the closing date for specific awards e.g., the Gold Scholarship Programme or any relevant donor funded awards. We will use the household income assessment we have for you at the time.

Any reassessments received after Friday 14<sup>th</sup> March 2025 will be considered for the 2025/6 academic year onwards. Please contact the <u>Student Money Advice Team</u> for financial support and advice between this date and the beginning of the 2025/6 academic year.

We cannot retrospectively award funding that is applicable to a particular year of study e.g., if you become eligible within your second year, you will not be awarded an Accommodation Bursary or the accommodation element of the Bath Bursary, as these are only offered to first year students.

An award will not be taken away if your household income increases in any subsequent year.

#### Fee reassessments

Please get in contact with the <u>Scholarship and Bursaries Team</u> if your fee status changes from "Overseas" to "Home UK" whilst you are a student at Bath, and you consequently believe that you meet the eligibility criteria for financial support.

#### Students transferring to Bath

If you join the University in 2024 and are transferring directly into Year 2, then you will not be eligible to apply for the GSP.

However, you can be awarded a Bath Bursary if eligible. You may also be able to apply for a Corporate Scholarship, an Arts Scholarship and/or some of our sporting awards, managed by Team Bath.

#### Tasks required by the Undergraduate Admissions Team for your study application

It is your responsibility to ensure that you respond to any requests for information from the Undergraduate Admissions Team which may be required as part of your application to study, including any confirmation of offer after exam results and completing the University's criminal convictions declaration in your <u>Bath Application Tracker</u>.

#### Email communication about funding at Bath

We will email you with information about our funding awards (excluding sports awards which are managed by Team Bath) using the address provided in your UCAS application. If any of your contact details change you can update this via your <u>Bath Application Tracker</u>. It is important that you keep this up to date, so we have the correct contact information for you.

If you have used a school email address in your UCAS application, we suggest you update this to a personal one, especially as you may no longer have access to this once you leave school/college after your exams.

Don't forget to check your junk/spam email folder in case any emails from Bath accidentally end up there.

## **Our Bursary and Scholarship offering**

#### **University of Bath Bursary**

The Bath Bursary is worth £2,750 in Year 1 and up to £2,000 from Year 2 onwards, including during **unpaid** placement and study abroad periods.

Eligibility criteria for the University of Bath Bursary

To be considered you need to meet all the following:

- you commence your studies from September 2024 onwards
- you are an eligible Home UK undergraduate student
- you are registered on a full-time undergraduate degree course
- you are eligible for and have a UK student loans household income assessment of £30,000 or below

The Bath Bursary is automatically awarded to those who meet the eligibility criteria. It cannot be dual awarded with a GSP award.

#### The finer details

The Bath Bursary will consist of:

- Year 1: £1000 cash, £1000 campus credit and £750 university-housed accommodation credit
- Year 2 onwards: £1000 cash and £1000 campus credit

Students will not receive funding during a paid placement year.

#### **Gold Scholarship Programme**

The Gold Scholarship is worth £5,000 per year of study, including during **unpaid** placement and study abroad periods.

As well as financial support, the Gold scholarship offers a compulsory enrichment programme to enhance personal development. This includes:

- 50 hours of volunteering or approved roles a year
- mentoring
- personal development, networking and skills training sessions
- support with placements and internships
- pastoral support networks

Eligibility criteria for the Gold Scholarship Programme (GSP)

To be considered you need to meet all the following:

- you are a new first year student commencing your studies in September 2024
- you are an eligible Home UK undergraduate student
- you are registered on a full-time undergraduate degree course
- you are eligible for and have a UK student loans household income assessment of £30,000 or below
- you meet one of our contextual criterion as defined by our Admissions Team
- you have applied for the GSP, via your Bath Application Tracker and submitted your application by the closing date

Awards are limited and so not all applications will be successful - eligibility is no guarantee of an award being made.

#### **Gold Scholarship Programme**

The finer details

The Gold Scholarship will consist of:

- Year 1: £3,250 cash, £1000 campus credit and £750 university-housed accommodation credit
- Year 2 onwards: £4000 cash and £1000 campus credit

Students will not receive funding during a paid placement year.

#### Accommodation Bursary

Depending on your eligibility, the Accommodation Bursary is worth either £500 or £1000 off your first year University-allocated accommodation fees.

#### Eligibility criteria for the £1000 Accommodation Bursary

To be eligible for the £1000 Accommodation Bursary, you must meet all of the following:

- you are an eligible new first year Home UK undergraduate student starting studies in 2024/5
- you are registered on a full-time undergraduate degree course
- you are eligible for and have a UK student loans household income assessment of between £30,000.01 and £42,875
- you are a current student at the time of awarding
- you either hold a University accommodation contract or have been allocated accommodation by the University in 2024/5

#### Eligibility criteria for the £500 Accommodation Bursary

To be eligible for the £500 Accommodation Bursary, you must meet all of the following:

- you are an eligible new first-year Home UK undergraduate student starting studies in 2024/5
- you are registered on a full-time undergraduate degree course
- you are eligible for and have a UK student loans household income assessment of between £42,876 and £60,000
- you are a current student at the time of awarding
- you either hold a University accommodation contract or have been allocated accommodation by the University in 2024/5

Please see the <u>payment schedule</u> for when the Accommodation Bursary will be allocated and awarded. Separate <u>Terms and Conditions</u> apply. Find out more about the <u>Accommodation</u> <u>Bursary</u>.

#### **Corporate Scholarships**

We have a number of scholarships in partnership with leading global organisations, many of whom offer paid internships and work placement opportunities.

Awards are limited and so not all applications will be successful - eligibility is no guarantee of an award being made.

Additional Terms and Conditions, and separate application processes apply. Find out more about our <u>Corporate Scholarships</u>.

#### Placement Bursary

The Placement Bursary is worth up to £2,000 in an <u>unpaid placement year</u>.

#### Eligibility criteria for the Placement Bursary

To be eligible, you need to meet all of the following:

- be in receipt of the Bath Bursary, Gold Scholarship, Cowrie Foundation Scholarship or <u>Discretionary Student Support Fund</u> (administered by the Student Money Advice Team)
- your course is defined as having a full-year (thick) or part-year (thin) unpaid placement period and
- you are currently undertaking an unpaid/study abroad placement period

If you are in receipt of a paid allowance or stipend for your placement period, that is not subject to income tax, then you will be treated as if you are on an unpaid placement.

Separate <u>Terms and Conditions</u> apply. Find out more about the <u>Placement Bursary</u>.

#### Team Bath Sports Scholarships

Team Bath Sports Scholarships give talented individuals the opportunity to benefit from the University of Bath's world-leading sporting and academic environment. Each year we award several sporting scholarships to student athletes who demonstrate aspirations to compete to the highest level within their sport.

Awards are limited and so not all applications will be successful - eligibility is no guarantee of an award being made.

Separate Terms and Conditions apply. Find out more and how to apply from Team Bath.

#### **Arts Scholarships**

Our Arts Scholarships give talented individuals the support needed to develop and showcase their artistic skills. They are available to all University of Bath students in any year of study.

The Arts Scholarship is worth £1,000 which is paid in two £500 instalments over one academic year.

As well as financial support, the Arts Scholarship offers a compulsory enrichment programme to enhance personal development. This includes:

- personal development and skills training sessions
- performance opportunities
- access to a suitable mentor and/or artistic community contacts where possible

Awards are limited and so not all applications will be successful - eligibility is no guarantee of an award being made. Applicants will need to complete an application form and those shortlisted will be invited to audition.

Find out more and how to apply here.

#### Music Tuition Awards

Our Music Tuition Awards contribute towards the cost of music tuition in Semesters 1 and 2 through the Students Union Arts department.

Find out more and how to apply <u>here</u>.

Many of our scholarships have additional Terms and Conditions that need to be taken into account alongside these general Terms and Conditions. You should read and refer to these before applying for an award. Details of any additional criteria that need to be met including academic progression will be detailed in award emails.

# About our eligibility criteria

#### Eligibility criteria explained

Eligibility criteria e		
	If you are a Home UK fees paying student, you must meet both of the	
	following:	
	1. Your tuition fee status must be Home fees.	
	2. You must meet the general eligibility criteria for UK student loans and	
	have applied for your household income to be assessed as part of your	
	application for UK student loans (e.g., tuition fees and maintenance	
Home UK fees	support). UK student loans are those available from <u>Student Finance</u>	
status student	England or other UK student loans awarding agency which includes,	
	<u>Wales, Scotland</u> and <u>Northern Ireland</u> . Please review their webpages	
	for information about eligibility criteria for UK student loans.	
	For students from the ELL if you have applied for a 'asttlad' or 'pro settlad'	
	For students from the EU, if you have applied for a 'settled' or 'pre-settled'	
	status, then we cannot be held responsible for any delays that may occur	
	as a result of your application. This includes any subsequent impact on	
	you being able to apply, or be considered for, any of our funding awards	
	and/or delays to any eligibility for UK student loans.	
	This refers to the <u>household income</u> data that is shared with the Univers	
	by your student loans awarding agency e.g. Student Finance England.	
	Your student loans awarding agency will only carry out an assessment of	
Household	your household income if you have requested this as part of your	
Income	Maintenance and Tuition Fee Loan application. If you do not wish to take	
	out a student loan, you can still obtain a household income assessment.	
(Home UK		
students eligible If available, the University will import your household income d		
for student loans	Student Loans Company (SLC) once you have made Bath your Firm or	
from the UK	Insurance choice. This is unless you and/or the person whose household	
government.)	income your loans are assessed on have removed that permission.	
	You can see if we have received your household income from the SLC by	
	You can see if we have received your household income from the SLC by logging into your <u>Bath Application Tracker</u> and viewing this information in the Funding Package area of your account. You will also be able to view	

whether your household income is within a valid threshold for our funding awards. This information will move to 'Student Home' within your <u>Student</u> <u>SAMIS account</u> once you enrol as a student at Bath.
If no income information is received, then you should check this with your student loans awarding agency. We are not responsible for any delays in your student loans application being processed or information not being passed onto us by the SLC.
We cannot call the SLC to request your income information over the phone and cannot verify your income via any other source, other than the data import process between the SLC and the University.

#### Contextual data explained

Using contextual data is a way for us to recognise and support those who may not have had the same start in life or opportunities to succeed educationally as others.

At Bath we aim to help raise these aspirations and offer financial support to help our students achieve the best they can in their degree studies. There are many barriers which may affect a person's life journey including finances, social situation, culture and/or geography.

	We use data on your eligibility for free school meals (FSM) during your time in secondary education. The data we use is provided by UCAS, who verify your eligibility against the National Pupil Databases for England, Northern Ireland and Wales.
	The exact eligibility recorded in the National Pupil Databases varies depending on nation:
Free School Meal (FSM)	<ul> <li>England – you were recorded as eligible for FSM at any point in the 6 years before the school census day in Year 11.</li> </ul>
eligibility	<ul> <li>Northern Ireland – you were recorded as eligible for FSM at any point in the 6 years before the school census date in Year 12.</li> </ul>
	• Wales – you were recorded as eligible for FSM at any point between the school census date in Year 11 and the January 5 years before.
	Please note that these sources do not include FSM eligibility recorded in Year 12 (excl. Northern Ireland).

	T
Indices of Multiple Deprivation (IMD)	Indices of Multiple Deprivation (IMD) is a measure of relative deprivation for small, fixed geographic areas of the UK. Your home postcode and actual IMD quintile is shared with us from UCAS. Where it is not passed on or does not exist, we will not be able to use any other proxy data or alternative classification system. IMD classifies these areas into five quintiles based on relative disadvantage, with quintile 1 being the most deprived and quintile 5 being the least deprived.
	We will count your postcode as an area of general disadvantage if it is in quintile 1 or 2 and IF you attended an independent school, this was for no more than two academic years in your last four years of school or college.
	The definition of a refugee as defined on the <u>UKCISA website</u> is:
	<ul> <li>(a) you must be ordinarily resident in England on the first day of the first academic year of your course; and</li> <li>(b) you must:</li> </ul>
	<ul> <li>have been recognised as a refugee by the UK Government and have remained ordinarily resident in the UK and Islands since then; or</li> <li>be the spouse / civil partner of such a refugee and have been in that relationship on the date on which he/she made his/her</li> </ul>
	application for asylum; or
Refugee Status	<ul> <li>be the child of such a refugee, or the child of such a refugee's spouse / civil partner, and be able to show that on the date that refugee made his/her application for asylum, you were:</li> </ul>
	<ul> <li>i. under 18 years of age; and</li> <li>ii. the refugee was your parent, or your parent's spouse / civil partner.</li> </ul>
	Your refugee status will be verified by our Undergraduate Admissions Team if you have declared this in your UCAS application. Please <u>contact</u> <u>us</u> if you have not declared this in your UCAS application and need to do this separately.
	The University has a <u>Student Retention &amp; Success Team</u> who can also provide you with additional funding support and advice during your studies.

Care Leaver	<ul> <li>The Children (Leaving Care) Act 2000 definition states that a care leaver is someone 25 or under who has been in Local Authority Care for a period of at least 13 weeks or more spanning their 16th birthday.</li> <li>You may have indicated that you are a Care Leaver in your UCAS application. If you wish to apply for the GSP, you will be given the opportunity to submit supporting evidence via the online application form which will be emailed to you from mid-May onwards.</li> <li>You will need to provide a letter from a social worker, Leaving Care Personal Adviser or other relevant professional confirming your care status.</li> <li>The University has a <u>Student Retention &amp; Success Team</u> who can provide you with additional funding support and advice during your studies. You can also provide evidence direct to them if you wish.</li> </ul>
You are classed as a young adult carer if you are a carer between ages of 18 and 25 who looks after a relative or friend, of any age, disability, chronic/terminal illness, mental health problems or alcoudrug addiction/dependency.You may have indicated that you are a Young Adult Carer in your application. If you wish to apply for the GSP, you will be given the opportunity to submit supporting evidence via the online application which will be emailed to you from mid-May onwards.You will need to provide a letter from a social worker, teacher or or relevant professional confirming your young carer status.The University has a Student Retention & Success Team provide you with additional advice and guidance during your studi	
Irreconcilably estranged from family	You can also provide evidence direct to them if you wish. An <u>irreconcilably estranged</u> person is someone who has not had any verbal or written contact with their parents for a significant period of time, on or before the first day of the academic year for which they are applying for funding, and this is unlikely to change. This can include your biological or adoptive parents, or your only living parent. A significant period of time is usually considered to be twelve months or longer, but this can also depend on your circumstances. If you wish to apply for the GSP, you will be given the opportunity to submit supporting evidence via the online application form which will be emailed to you from mid-May onwards. You will need to provide a letter from a social worker, teacher or other relevant professional confirming your estrangement status. The University has a <u>Student Retention &amp; Success Team</u> who can provide you with additional funding support and advice during your studies. You can also provide evidence direct to them if you wish.

#### How can I find out if I am eligible for funding?

From mid-May onwards, our Student Finance Team will import household income data for applicants who have made Bath either their Firm or Insurance choice, and who have requested for their household income to be assessed by the SLC. You will be able to view whether your income is within a valid threshold for our funding awards, and whether you meet a contextual criterion (needed for the Gold Scholarship Programme), by logging into your <u>Bath Application Tracker</u> and viewing this information in the Bath Financial Support Package area. This information will move from the Bath Application Tracker to 'Student Home' in your <u>SAMIS account</u> once you enrol as a student.

You will need to contact your student loans provider directly if we have not received your income assessment. We cannot call them to verify information on your behalf.

## How and when to apply

You will be sent an email from the Scholarship and Bursaries Team reminding you of what funding is available once you have made Bath your Firm or Insurance choice. This is usually around mid-May onwards.

#### The Bath Bursary and Accommodation Bursary

There is **no application process for the Bath Bursary or Accommodation Bursary**. Both are awarded automatically provided we have received your household income assessment from the SLC, and it is within the stated income threshold.

We must have received your household income assessment by Friday 14<sup>th</sup> March 2025 in order to provide you with financial support for the 2024/5 academic year. If we receive your household income assessment after this date, then you will be awarded a Bath Bursary from the 2025/6 academic year onwards.

#### The Gold Scholarship Programme

You can apply for the Gold Scholarship Programme via your <u>Bath Application Tracker</u>. Applications will open in mid-May, and a link to apply will be included in the funding email sent to you by the Scholarship and Bursaries Team.

The final deadline to be considered for the Gold Scholarship Programme is **9am (GMT) on Monday 2<sup>nd</sup> September 2024.** 

Please refer to our <u>website</u> for the closing dates of individual Sports, Arts or Corporate Scholarship awards. The University reserves the right to alter its allocation schedule, and students will be emailed about any changes if this occurs.

## **Selection and allocation**

#### Allocation of the Bath Bursary

The Bath Bursary can be **awarded in any year of study provided you meet the eligibility criteria**. Any assessments or reassessments received after Friday 14<sup>th</sup> March 2025 will be considered for the 2025/6 academic year onwards. Please contact the <u>Student Money Advice</u> <u>Team</u> for financial support and advice between this date and the beginning of the 2025/6 academic year.

#### Allocation of the Accommodation Bursary

The Accommodation Bursary will be allocated at two points in the academic year – at the beginning of December and mid-March, to coincide with the second or third accommodation payment.

Allocation cut-off date	Award email	Deducted from
Friday 29 <sup>th</sup> November	Beginning of December	January 2025
2024	2024	accommodation payment
Friday 14 <sup>th</sup> March 2025	Start of April 2025	April 2025
		accommodation payment

The Accommodation Bursary will only be awarded once, with the exception of students who have had a drop in household income between payments, making them eligible for a further discount. If you miss the allocation cut-off date for the January reduction, then your accommodation bursary will be allocated to coincide with the April accommodation payment.

#### Selective scholarships

The Gold Scholarship Programme, Corporate Scholarships, Arts Scholarships, Sports Scholarships and Music Tuition Awards are discretionary. This means that even if you meet all of the relevant criteria you are not guaranteed to receive an award. The University and/or corporate partners will select the scholars it deems to be the most deserving in its sole discretion. Our/their decision in this respect is final and there is no right of appeal. Candidates will be selected for an award based on the eligibility criteria, any supporting statement as part of an application and any other selection methods that may be used e.g., interviews, auditions, or assessment centres.

It is the University's responsibility to identify potential award recipients on the basis of the criteria listed for each award. However, the University cannot be held responsible for any errors or omissions in the information that has been supplied and on which eligibility decisions are based. The University's decision on the interpretation of eligibility criteria is final and there is no right of appeal.

#### Subject or other specific eligibility criteria

Some scholarships may be withdrawn, or payments withheld, if you no longer meet the specific course requirements, specific grade progression criteria, or other conditions that may be attached to a particular award e.g., volunteering hours for the GSP.

An award will not be taken away if your general eligibility changes in any subsequent year e.g., if you have an increase in your household income.

Details of any continuation criteria you need to meet will be detailed in your award email, if successful. Decisions will be made at the discretion of the University and/or the scholarship provider.

#### Your responsibilities

You cannot be considered for an award if you have not responded to our invitations to apply, or if our Student Finance Team have not received your household income assessment from the SLC.

We cannot be held responsible for any delays in receiving your household income information from the SLC as a result of their assessment processes, or incomplete/late applications made to them.

#### Receiving more than one award

In order to ensure that we can provide financial support to as many students as possible, there may be restrictions on either the combination or number of awards that you can receive. Please see the below tables which illustrate the combinations of funding support that you may be able to receive.

In receipt of:	Can apply for:
Bath Bursary	JP Morgan Scholarship and AB InBev
	Scholarship*
	Santander Scholarship
	Arts Scholarship or Music Tuition Award
	Sports Scholarship

In receipt of:	Can apply for:
Gold	Any merit-based corporate/donor award e.g., JP
Scholarship	Morgan
	Santander Scholarship
	Arts Scholarship or Music Tuition Award
	Sports Scholarship

\*You can apply for both corporate awards; however, you will only be awarded one, if successful.

## How bursaries and scholarships are paid

#### Early payment of Bursary or Gold Scholarship

In your **first year of study only** you can receive £300 of your Bath Bursary or £500 of your Gold Scholarship as an early cash payment prior to starting studies at Bath. This is to help you with any initial start-up or technology costs when starting university.

In order to receive this early payment and to claim your bursary award you must have completed <u>Registration On Line</u> and all administrative tasks associated with your confirmation of place to study at Bath.

Should you be successful in gaining a Bath Bursary or Gold Scholarship, you will be sent information in your award email (sent out from Friday 6th September 2024 onwards) on how to submit bank details. You must provide your bank details by Friday 13th September 2024 to receive the early cash payment.

Payment of the £300 or £500 will be made on or around Thursday 19<sup>th</sup> September 2024. If you miss the deadline date for the early payment, then this will be paid alongside your instalment in December.

#### If you decide not to start studies at Bath

If you have received the early payment of £300/£500 and you do not start your studies at Bath by the 30<sup>th</sup> September 2024, then the University will invoice you for repayment of these funds. The Student Finance Office will send out an invoice to you and these have a 14-day payment deadline.

#### If you do not provide bank details

If you have not responded to our request(s) to provide bank details via your Student SAMIS account within your first year of study, then we will assume that you do not wish to accept your bursary award and consequently withdraw it. Your award can be reinstated in subsequent years if you contact the <u>Scholarship and Bursaries Team</u>. Any payments made will reflect the academic year your award is reinstated and onwards. You will not be paid any monies missed from previous academic years.

#### Late awards

If your Bath Bursary or Corporate Scholarship are awarded late within the academic year, you may miss a scheduled payment date. In this instance, the University **will pay cash payments in full on the next scheduled scholarship and bursary payment run**; details of which will be included within your award email.

The Accommodation Bursary or accommodation element of the Bath Bursary will not be paid if you become eligible past Friday 14<sup>th</sup> March 2025.

The campus credit element of the Bath Bursary and Gold Scholarship will be paid pro-rata. Specifics of how much you can expect to receive will be included within your award email.

Date	Payment details
Thursday 19 <sup>th</sup> September 2024	£300 early cash payment (first years only)
By Wednesday 18th September 2024	£425 campus credit
Wednesday 4 <sup>th</sup> December 2024	£1000 cash payment (£700 if you are a first year and have received the £300 early payment)
January 2025	£750 reduction off your University- housed accommodation costs ( <b>first</b> <b>years only</b> )
By Wednesday 15th January 2025	£425 campus credit
By Wednesday 7 <sup>th</sup> May 2025	£150 campus credit

#### Payment schedule for the Bath Bursary

Payments in future years will follow a similar payment pattern.

#### Payment schedule for the Gold Scholarship Programme

Date	Payment details
Thursday 19 <sup>th</sup> September 2024	£500 early cash payment (first years only)
By Wednesday 18th September 2024	£425 campus credit
Wednesday 4 <sup>th</sup> December 2024	£1,333.33 cash payment (£916.67 if you are a first year and have received the £500 early payment, £1416.67 if you are a first year and did not receive the early payment)
January 2025	£750 reduction off your University-housed accommodation costs (first years only)
By Wednesday 15th January 2025	£425 campus credit
Wednesday 12 <sup>th</sup> February 2025	£1,333.33 cash payment (£916.67 if you are a first year)
Wednesday 23 <sup>rd</sup> April 2025	£1,333.33 cash payment (£916.67 if you are a first year)
By Wednesday 7 <sup>th</sup> May 2025	£150 campus credit

Payments in future years will follow a similar payment pattern.

#### Payment schedule for the Accommodation Bursary

The Accommodation Bursary will be deducted from either your January or April accommodation costs, depending on when we receive your household income assessment.

#### Alternative payment schedules

The payment schedule for students who become eligible for the Bath Bursary due to a <u>drop in</u> <u>household income</u> may differ to the above information.

Details of any alternative payment schedule will be included in your award email.

#### **GSP** payment conditions

For recipients of the Gold Scholarship, we reserve the right to withhold scholarship payments if you are not on track to fulfil the GSP requirements. Please refer to the GSP <u>Terms and</u> <u>Conditions</u> for full details about the requirements of this award.

#### Payment method

Cash payments will be made by direct bank transfer. Bank details will need to be provided through your student SAMIS account when requested, otherwise payment will be delayed. The deadline for providing bank details will be included in your award email. Changes to bank details can be made through your Student SAMIS account at any time but will need to be made **at least two weeks** before a payment date to take effect.

Campus credit will be uploaded onto the <u>Bath Go app</u> for use in on-campus hospitality and retail outlets (excluding <u>Fresh</u>).

Students in receipt of campus credit will also receive a 10% discount on purchases when paying at the till. Any unused credit will roll over year-to-year until you graduate, at which point, your account will be cleared. There is no cash alternative.

Please contact the <u>Scholarship and Bursaries Team</u> if you do not have access to a smart phone and are unable download the Bath Go App.

Please contact the <u>Bath Go Support Team</u> if you have any technical difficulties with the Bath Go app.

#### Withdrawal from funding

You are within your rights to withdraw from university funding at any point in your time at Bath. Please contact the <u>Scholarship and Bursaries Team</u> if you would no longer like to receive financial support.

#### **Placement Year**

If you are in receipt of a Bath Bursary or Gold Scholarship, then your award will still be paid to you if your placement period is defined as **unpaid or study abroad** in SAMIS.

For courses that are defined as a thin placement course (e.g., Business or Architecture), the Bath Bursary or Gold Scholarship will be paid on a pro-rata basis across relevant paid placement periods. If you are on a thin placement course and **your placement period is unpaid**, you will receive your full Bath Bursary/Gold Scholarship for that academic year. You will also be entitled to the Placement Bursary which will be paid pro-rata across the relevant placement years.

If you are on a placement year that is split between half study abroad/unpaid placement period and half paid placement, then any bursary or scholarship entitlement will be paid on a pro-rata basis.

Please refer to the Placement Bursary <u>Terms and Conditions</u> for further information about placement years and the Placement Bursary.

#### Honours top up year

If you were in receipt of a bursary award and following graduation from a Foundation Degree, you continue immediately onto the Honours top up year, then you will continue to receive your bursary award as outlined in this document. If you take a gap year (e.g., whole academic year) before continuing onto the Honours year, then any award will be based on the funding in place for that academic year. Students on part-time Honours top up years will receive the award on a pro-rata basis.

## Suspensions and withdrawal from studies

If you suspend or withdraw from study, you will not be eligible to receive any future award payments in that year. You must notify the <u>Scholarships and Bursaries Team</u> of your change in circumstances. If you are in receipt of a scholarship, you must also notify the <u>Advancement</u> <u>Team</u> as it may affect your continued eligibility.

Any Bath Bursary or Gold Scholarship already paid to you will not have to be repaid.

You will be paid any outstanding payments upon your return to study, following a period of suspension e.g., if you suspend having received the December instalment, upon your return, you will only receive the February and April instalments that you missed.

# Repeating an academic year, changing course or deferring your studies

The Bath Bursary and Corporate Scholarship awards will not be paid during any repeat period(s) of study. This includes studying for the same academic year twice even if it is for a different course e.g., if you commenced study in Year 1 on an Engineering course in 2024/25 then transferred to Year 1 of a Biology course in 2025/26.

If you are in receipt of the Bath Bursary, you may be able to apply to the <u>Discretionary Student</u> <u>Support Fund</u> (DSSF) for financial assistance if the reason for your repeat year is mitigating circumstances. The DSSF is administered by the <u>Student Money Advice Team</u> and has separate Terms and Conditions.

Please refer to the <u>GSP Terms and Conditions</u> for full information regarding repeat years for Gold Scholars.

## Part-time study arrangements

If you are studying a full-time course on a part-time basis e.g., when an academic year spans the course of two calendar years (upon agreement with your academic tutor), your university funding will be paid pro-rata to reflect this.

#### **Overpayments**

All payments will be calculated on a pro-rata basis and any overpayments may need to be repaid to the University should you receive such in error, suspend, withdraw from studies, transfer to a non-eligible programme or no longer be eligible for payments for any other reason (in such a case the University may seek to recover the amount of the overpayment as a debt in the county court).

## **Fraudulent applications**

The University reserves the right to withdraw an award from anyone who is found to have misled the University about any aspect of their eligibility and to seek repayment of any monies already paid to them. The University may seek to recover any money paid as a debt in the county court, including the recovery of additional sums such as interest, court fees and legal costs.

## **Appeals**

The University's decision on the interpretation of eligibility criteria is final and there is no right of appeal. You may make a complaint if you believe that you have not been considered for an award because of a procedural error, or you believe that there have been other procedural problems with our allocating and awarding system. Complaints should be made under the terms of our <u>Student Complaints Policy and Procedure</u>. You must comply with all requests for additional information to establish your eligibility within the timeframes specified and you must submit any evidence requested by the stated deadlines.

## Use of data

The University may use contextual data / information you share with us to provide information and advice about the University to you as an applicant. Should you subsequently join the University, the University may also use and share the data with appropriate teams/departments around the University. This is to inform our strategies for supporting you as a new entrant, to inform you about provision that you may be able to access, to monitor student success and for other legitimate reasons. Refer to our web pages for details about our undergraduate <u>privacy</u> notice.

Household income data imported from the Student Loans Company is archived annually, other than the most recent import for each student. The household income of students who do not enrol at Bath will only be used for financial forecasting, and will be archived the following academic year.

Data may be used by the <u>Study Abroad Office</u> in the allocation of any grants that may be available for students on study abroad placement courses. We may also use your data in the allocation of other bursaries and scholarships on offer in partnership with corporate donors or other University awards, where funding may be allocated based on household income or contextual data. Your actual contextual and household income data will not be shared with a third party but shortlisting/ selection for a scholarship may give an indication that you have met such factors.

We will share information given by you in your application to apply for the GSP with other teams within <u>Student Support and Safeguarding</u>. This is so we can ensure that you are made aware of any support services that would enable you to succeed in your studies at Bath.

## Student support at Bath

At Bath we understand that each student is unique and recognise individual differences. Coming to university is a new experience and while for many it is an exciting time full of opportunities, we appreciate some students may encounter uncertainties at some point during their studies.

As a scholarship recipient we want to ensure that you are aware of, and have access to, the right support and advice should you need it. If we have concerns about your well-being, we may discuss these on a one-to-one basis with the Wellbeing Team within Student Support and Safeguarding to seek their advice and ensure that you are signposted to relevant support as appropriate.

## Donor funded scholarships and data

Donors who fund scholarships like to know who is benefitting from their support. The Advancement Office (AO) facilitates any interaction between you and your donor, such as asking you to write an introductory letter (required), arranging meetings, inviting you to events, and asking you to write an annual end-of-year report to share with your donor (required annually). You will be contacted by the AO who greatly appreciate your support in providing the requested information in a timely manner so that donors are kept informed of the impact of their donation. You will also receive a consent form for sharing photos and content. All communication will come from advancement@bath.ac.uk or from a member of the team directly.

The University may also give your donor some information about you based on your student record, information given by you in your scholarship application, subsequent annual exam results, as well any changes to your study, such as repeat years, suspending study, or course changes. This is always done in liaison with the AO.

The AO may provide you with information about your donor, as appropriate and where possible. By accepting your scholarship, you are agreeing to these terms. However, if you would prefer any particularly difficult circumstances to be kept entirely confidential or have questions, then please <u>contact us</u>.

## Questions

Any queries relating to these Terms and Conditions should be emailed to <u>undergraduatefunding@bath.ac.uk</u>

#### DOCUMENT CONTROL INFORMATION

Owner Scholarships and Bursaries Team Version number 1 Approval Date: March 2024 Approved by H Knowles, Scholarships and Bursaries Manager Date of last review: 14<sup>th</sup> May 2024