

## 2018 Entry Undergraduate NTU Bursaries Scheme Terms and Conditions

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### 1. Introduction

- 1.1 Nottingham Trent University offers financial support, in the form of non-repayable bursaries, to full-time undergraduate students who meet the eligibility criteria specified in these Terms and Conditions.
- 1.2 These Terms and Conditions apply only to undergraduate students joining Nottingham Trent University in the 2018/19 academic year.
- 1.3 Financial support is given in the form of a bursary, which is a cash award. The NTU Bursary is additional to the maintenance loan that students receive as part of the national student finance package.
- 1.4 Recipients of the NTU Bursary will receive a cash payment of £750 for each academic year of their course provided that in each year they are fully enrolled, are in full time attendance and are eligible for a tuition fee loan and a maintenance loan from their respective student finance body.
- 1.5 The NTU Bursary is awarded by the University to all those who meet the eligibility criteria in section 2 below. Please note, the NTU Bursary will not be backdated to cover any academic years prior to eligibility being met.

### 2. Eligibility Criteria

In order to be considered for a 2018 Entry NTU Bursary a student must:

- 2.1 Be enrolled as a new entrant in 2018/19 on a full-time undergraduate degree or full-time foundation degree course at NTU (not including entry on to a 'top-up' undergraduate degree, where a student has completed a foundation degree at NTU in a related subject during the previous academic year); AND
- 2.2 Be paying, whether directly or by fee loan, the full-time home undergraduate 2018/19 entry tuition fee for their course; AND
- 2.3 Be eligible to receive a tuition fee loan and a maintenance loan from their national student finance service; AND
- 2.4 Have a household income level (as assessed by their national student finance service) of £25,000 or less.



### **3. Application process and notification of NTU Bursary entitlement**

- 3.1 Application for a NTU Bursary is made automatically as part of the student's application for financial support from his/her national student finance service (i.e. Student Finance England or its counterparts in Scotland, Northern Ireland or Wales). There is no other route for NTU Bursary applications.
- 3.2 Information gathered via that application process is provided (subject to the consent of the applicant, and sponsors where applicable) to the University to allow eligibility for a NTU Bursary to be considered. It is, therefore, essential that the applicant (and sponsors where applicable) grant consent to share the relevant data with the University, otherwise eligibility for an NTU Bursary cannot be assessed.

### **4. Assessment timings**

- 4.1 Eligibility for the NTU Bursary can only be assessed when the University has received final confirmation from the student's national student finance service that his/her eligibility for financial support has been established and all required evidence verified.
- 4.2 Eligibility for the NTU Bursary cannot be assessed when there is an outstanding element to a student's student finance application.
- 4.3 Formal assessment of a student's eligibility for an NTU Bursary in the 2018/19 academic year (and any subsequent academic year) can take place at any time up to 31 July of that academic year, subject to the timing of the student's application to his/her national student finance service and the transmission of necessary information from that service to the University.
- 4.4. No assessment of eligibility for an NTU Bursary for a specific academic year will take place after 31 July of that academic year, irrespective of any subsequent change in a student's circumstances (e.g. no assessment for an NTU Bursary for 2018/19 academic year will take place after 31 July 2019).
- 4.5 If a student is not assessed as eligible for an NTU Bursary for the 2018/19 academic year, they may still become eligible for an NTU Bursary for subsequent full fee paying academic years of their course, subject to them meeting the eligibility criteria outlined in point 2 above and subject to the terms and conditions of payment outlined in these Terms and Conditions.

### **5. Payment of the £750 cash award**

- 5.1 The overall amount of NTU Bursary payable to a student for an academic year will be split into three instalments. Eligible students will receive a notification letter each academic year, advising of the dates of payment.
- 5.2 The NTU Bursary will be paid directly into the student's bank account. It will be made by the Student Loans Company, on behalf of the University, using the account details supplied by the student to the Student Loans Company.

## **6. Payments in subsequent years**

- 6.1 Save for the reasons set out in paragraph 7 below, a student who has been assessed as eligible to receive an NTU Bursary at NTU will not be subject to financial reassessment in subsequent years of study on their course. A student awarded an NTU Bursary will therefore remain eligible to receive an NTU Bursary for the remaining years of study, subject to their continued full-time attendance and enrolment on their undergraduate or foundation degree course and eligibility for the tuition fee loan and maintenance loan.
- 6.2 Foundation degree students awarded a 2018 entry NTU Bursary will remain eligible for the 2018 entry NTU Bursary if they return to study a 'top-up' undergraduate degree at NTU in a related subject in the academic year following the completion of their foundation degree. The NTU Bursary will be paid subject to their continued full-time attendance and enrolment on the 'top-up' undergraduate degree course and their eligibility for the tuition fee loan and maintenance loan.
- 6.3 Students will not receive the NTU Bursary during any year-long work placement as part of a sandwich degree.

## **7. Retrospective adjustments**

- 7.1 The University reserves the right to review and (at its sole discretion) revise or revoke the award of an NTU Bursary if:
- the initial assessment confirming eligibility for the NTU Bursary was made on the basis of information which was false or materially incorrect at the time of that assessment; OR
  - the student changes their course or mode of study to one which would not meet the NTU Bursary eligibility criteria specified at 2 and 6 above

In each such case, any review, revision or revoking of an NTU Bursary shall be undertaken from the time when the trigger event occurred.

- 7.2 Where a student suspends their studies (in accordance with University procedures), no further NTU Bursary payments will be made during, or in respect of, the period of suspension. Upon resumption of studies, the University will review their entitlement to the NTU Bursary.
- 7.3 In the event of termination of a student's studies part way through their course, eligibility for the NTU Bursary will be terminated on the date of withdrawal and no further payments will be made
- 7.4 The University shall be entitled to recover or adjust any NTU Bursary benefit given in error.

## **8. Miscellaneous provisions**

- 8.1 Students must inform the University immediately of any change in their circumstances which may affect their entitlement to receive an NTU Bursary. In the event of a failure by the student to notify the University promptly of any such changes, the University will be entitled to recover or adjust (as appropriate) any associated Bursary cash payment.
- 8.2 The University is committed to the responsible handling and protection of personal information. Please see the University's [Student Privacy Notice](#).