

# Bursaries for students who started their studies in 2018/19

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## Introduction

The University of York offers several undergraduate bursaries which are part of our commitment to fair access and widening participation. You do not need to apply separately for our bursaries unless specifically stated. Most of our bursaries are based on residual household income and are assessed annually using information from your student finance funding provider.

Please be aware that we can only assess eligibility once your residual household income has been assessed by your student finance funding provider and permission has been given to your student finance funding provider to share residual household income information with the University.

Bursaries and scholarships can be awarded throughout the academic year. You can only qualify for one of these bursaries per academic year.

If you are eligible for a Bursary you will receive an email alerting you to your award. You will be able to access a confirmation letter on your [University of York e:Vision account](#) giving full details of the award including payment dates. Please note this letter is best viewed on a computer rather than on smartphone or tablet device.

## Bursaries available by year of study

### Year 0

Bursary name	Eligibility criteria	Residual Household income	Award
Foundation Year Bursary	Studying a foundation year (year zero)	£0 - £25,000	£5,600 tuition fee waiver
		Greater than £25,000 or not assessed	£3,000 tuition fee waiver

### Year 1

Students on a placement year, year in industry, or year abroad are not eligible for the York Bursary. Nursing students in receipt of an NHS Bursary and Social Work students in receipt of an NHS Social Work bursary are not eligible for the York Bursary.

Bursary name	Eligibility criteria	Residual Household income	Award
Care Leavers Bursary	Under 25 years old and in Local Authority Care before starting course	Any	£3,000

HYMS Bursary	Studying Medicine at HYMS	£0 - £25,000	£2,400 accommodation payment
York Bursary	Studying an undergraduate course full-time	£0 - £25,000	£2,000 accommodation payment
	Nursing students receiving the NHS Bursary are not eligible	£25,001 - £35,000	£2,000 accommodation payment

## Year 2 and later

Students on a placement year, year in industry, or year abroad are not eligible for the York Bursary. Nursing students in receipt of an NHS Bursary and Social Work students in receipt of an NHS Social Work bursary are not eligible for the York Bursary.

Bursary name	Eligibility criteria	Residual Household income	Award
Care Leavers Bursary	Under 25 years old and in Local Authority Care or Foyer Federation before starting course	Any	£2,500 per year (£1,250 during a sandwich year, placement year, or year abroad) plus £1,000 to be paid in term three of final year.
HYMS Bursary	Studying Medicine at HYMS	£0 - £25,000	£2,400 cash payment
York Bursary	Studying an undergraduate course full-time	£0 - £25,000	£1,100 cash payment
	Nursing students receiving the NHS Bursary and Social Work students receiving the NHS Social Work Bursary are not eligible	£25,001 - £35,000	£1,000 cash payment

*Residual household income is the gross taxable household income less; pension contributions, and an allowable deduction of £1,130 for each other child or eligible student in the household. If you are under 25 the household income is normally that of your parents, or the parent you usually live with and their partner. If you are over 25 this would be the income of your partner.*

## Application and assessment process

Eligibility for these bursaries is assessed using information from the University's student record system and further details provided by your student funding provider. In order to be considered you must have applied for student support, and in most cases have had your residual household income assessed. Please note that if you or your parents withhold your consent to share financial information on your student finance application, we will not be able to confirm your eligibility for a bursary. You must also be registered full time on your course at University.

EU students are not income assessed by Student Finance England by default. You can request that the [Non UK Team at Student Finance England](#) carry out an income assessment for bursary purposes. EU students only need to be income assessed for one year of their course and this assessment will be used for all future years.

There is no separate application process and we will assess you automatically based on the information that we have about your situation. The closing date for assessments for the 2018/19 academic year is the 30 of June 2019.

If the your details change during the academic year we will reassess your eligibility. This may result in a change of award, including having your award withdrawn. We will inform you of any change or withdrawal of award by e-mail and with a letter in your Evision account.

## Eligibility notes

Eligibility criteria for our bursaries include:

- Studying an undergraduate level course.
- Studying full time.
- Being liable for the full £9,250 tuition fees for the year.
- Not being in receipt of an NHS Social Work bursary.
- Not being in receipt of an NHS Nursing bursary.

If you have your tuition fees paid for you by an external sponsor, you will not be eligible for a bursary. This includes students sponsored by the MOD.

If you are on a placement year, year in industry, or year abroad, you will not usually be liable for tuition fees of £9,250 and will not be eligible for a bursary.

The year in which you started studying at York determines which bursary scheme you are eligible for, with this document describing awards for student who started in the 2018/19 academic year. The award year that you receive is related to the year of the course that you are studying.

For example, if you started at York in September 2018 but transferred straight into year two of your course, you would receive the subsequent years York Bursary level of the 2018/19 scheme.

If you started year one of a course in 2018 at York, but transferred to a different course in 2019, starting again in year one; you would receive the year one York Bursary level in both 2018/19 and 2019/20.

## **Payment detail**

### **Tuition fee waivers**

Tuition fee waivers are applied directly to your tuition fees in full soon after you are awarded the bursary. If you have taken a tuition fee loan from your student funding provider we will inform them of the change in your fees and they will adjust your tuition fee loan automatically.

You will still be responsible for the [payment of your remaining tuition fees](#), either through a tuition fee loan or other means.

If you withdraw from your course, take a leave of absence, or are resuming part way through the year, your tuition fee waiver will be prorated in line with your tuition fee liability.

### **Accommodation payments**

Accommodation payments are applied directly to your University college accommodation fees for students **on the first year of study only**. The bursary will be applied in three equal payments to your October, January, and May fees. You will still be responsible for the remaining balance of each accommodation fee instalment.

Your University accommodation invoice will not take into account accommodation bursaries. We strongly recommend that you set-up a Direct Debit. If you have set-up a Direct Debit to pay your accommodation fees, you will receive a notification email ten working days before each payment confirming the amount to be taken. A Direct Debit will take into account any accommodation bursary that has been applied and so will be for less than the original invoice.

If you have not set up a Direct Debit to pay your accommodation fees, please check how much is outstanding on your current accommodation fee instalment before making a payment. Remember the accommodation invoice will not take into account your York Bursary payment. If you overpay an instalment, we will **not** be able to change or advance any future bursary payments and you will not be able to ask for a refund of overpaid accommodation fees until the end of the academic year.

The University's Accommodation Office and Fees Office are not able to answer queries about Bursary payments. Instead please email [sfsu@york.ac.uk](mailto:sfsu@york.ac.uk) with your student number.

If you are not living in University college accommodation, we will pay the award directly to your bank account.

You will need to ensure that you have submitted up to date bank details to the University using the following secure webpage:

<https://www.york.ac.uk/students/housing-and-money/bank-details/>

These payments will be made on

Friday 12 October 2018

Friday 11 January 2019

Friday 12 April 2019

### **Cash payments**

Cash payments will be paid directly into your bank account in three termly instalments. We will pay cash payments award directly to your bank account if you are living in privately rented accommodation, university managed accommodation or if you are living at home during term time. Accommodation payments are applied directly to your University college accommodation fees for first year students only.

You will need to ensure that you have submitted up to date bank details to the University using the following secure webpage:

<https://www.york.ac.uk/students/housing-and-money/bank-details/>

Standard payment dates for this academic year are:

Friday 26 October 2018

Friday 8 February 2019

Friday 17 May 2019

About a week before you receive a payment into your bank account you will receive a remittance email to your university account. This is sent by the University's Payments Office and will confirm the amount and date of payment.

## Payment date summary

Payment type	Payment method	Payment dates
Tuition fee waiver	Direct to your tuition fees	When your award is approved. We inform your student funding provider automatically.
Cash payment	Direct to your bank account	Friday 27 October 2017 Friday 9 February 2018 Friday 18 May 2018
Accommodation payment (first years in University college accommodation)	Applied directly to your accommodation fees	Three equal instalments in line with your accommodation fee charges.
Accommodation cash payment (first years not in University college accommodation)	Direct to your bank account	Friday 27 October 2017 Friday 9 February 2018 Friday 18 May 2018

## Specific funds

### York Bursary

The York Bursary is available to students on most standard undergraduate courses and provides accommodation bursaries in year one, and cash bursaries in subsequent years.

### Foundation Year Bursary

The Foundation Year Bursary is available to all students studying in a foundation year (also known as year zero). The Foundation Year Bursary is always paid as a tuition fee waiver. There are two levels of bursary and the level that you receive depends on your residual household income.

### Care Leavers Bursary

The University is committed to helping people from particularly disadvantaged backgrounds. As part of this commitment we are offering a package of support to young students (aged 25 or under) who come to York having been in the care of their UK local authority. You can find further information on the Support for Care Leavers webpage:

<https://www.york.ac.uk/students/support/care-leavers/>

The total value of the award is £3,000 in year one and in subsequent years the award is £2,500 or £1,250 for full-year sandwich placements or study abroad years, plus an additional

£1,000 in term three of the final year.

## **HYMS Bursary**

You will continue to receive the HYMS bursary in year five of your course when you are funded by the NHS as long as you meet the other eligibility criteria. You will need to ask your student funding body for a household income assessment for the purposes of bursary administration.

### **Changes in your circumstances**

If your circumstances change during an academic year, then your eligibility for a bursary may also change. Changes that can impact your bursary include:

- changes to your income assessment
- changes to your registration status (for example withdrawing, taking or returning from a leave of absence)
- changes to your course or mode of study

### **Changes to residual household income**

Your student finance provider can update or change your residual income assessment information throughout the year and we update our bursary assessments based on any changes. As a result of this you may become eligible, or lose eligibility, or your award entitlement may change.

### **Changes to registration status**

If you withdraw from your course, take a leave of absence, or return from a leave of absence, your bursary eligibility may change. Your bursary level is linked to your liability for tuition fees for the year. If you study for only part of the year and as a result are charged only part of the full £9,250 tuition fee, we will prorate your bursary entitlement to match proportion of the tuition fee that you are liable for.

### **Changes to fee waiver entitlement**

If your entitlement to a fee waiver changes, we will automatically alter your award to reflect this. We will also inform your student funding provider of any changes. this may be an increase or decrease in your fee waiver.

### **Changes to accommodation or cash bursaries**

If your entitlement to an accommodation or cash bursary increases, we will alter your future payments remaining to reflect the change and make sure you receive all of the amount that you are entitled to.

If your entitlement to an accommodation or cash bursary decreases, we will alter your future payments remaining to reflect the change. If you have already been paid more than your new entitlement, any remaining future payments will be cancelled. We will not ask for any overpayments to be paid back. Any overpayments in one academic year will not impact your award in future years.

### **Examples**

Student A is studying Medicine and was initially assessed as having a residual household income of £30,000. She was not therefore eligible for the HYMS Bursary. In December her residual household income was assessed as £20,000 and she is now eligible for the bursary. As the first accommodation bursary payment has already passed, the £2,400 accommodation bursary will be split equally between the January and April instalments.

Student B was initially awarded a higher rate Foundation Year Bursary based on a residual household income assessment of £23,000. This income was reassessed to £27,000 and he is now only eligible for the lower rate bursary. We will reduce the fee waiver to £3,000 and inform Student B's student funding provider of the change.

Student C is eligible for the subsequent years York Bursary of £1,100. She went on a Leave of Absence during the spring term and was charged £4,625 tuition fees for her period of attendance (half fees). Student C's bursary entitlement is therefore reduced to half of the full amount, £550. She has already been paid two instalments of £500, totalling £1,000. We will not request repayment of that overpayment, but Student C will not receive any further payments in that year.

Student D is returning from a leave of absence for one term. He will be charged £3,083 for that period of study (one-third fees). As he meets all of the other eligibility criteria, Student D is awarded one-third of the full York Bursary award.

Student E is initially assessed as being eligible for the lower rate of York Bursary for her second year (£1,000). In November, after the first instalment has been paid, her residual household income is reassessed and she is now eligible for the highest level (£1,100). The extra amount will be split between the two remaining instalments. Her payments will therefore be £333 in October, £383 in February, and £384 in May.

### **Contact details**

Student Financial Support

[sfsu@york.ac.uk](mailto:sfsu@york.ac.uk)