

## **University of East London Young Independent Students Bursary 2019/20 Entry**

### **Terms and Conditions (For Care-experienced and Estranged Students Only)**

#### **What is the Young Independent Students Bursary?**

1. The Young Independent Students Bursary comprises a non-repayable award of £1,000 per year to students who have previously lived in care or a foyer or whom are estranged from their parents. Applicants living in the University accommodation will receive an additional £500 towards their rent, with a maximum award of £1,500.

The bursary is awarded based on an application process and is open to applicants who meet the criteria outlined in section 2.

#### **Criteria**

2. Students will only be able to apply for an award if they meet the following criteria:
  - Are a new or continuing undergraduate student who has previously lived in care or a foyer or whom are estranged from their parents
  - Have been fee assessed as a home student
  - Are aged under 25 at the start of their course
  - Receive full Student Finance England funding
  - Studying full-time on campus at the University.

Excludes those studying:

- With a collaborative partner
- Via online or distance learning with fees under £9,250

If you are a care experienced student or have minimal contact with your parents and are in doubt about your eligibility, please contact us on [youngindependent@uel.ac.uk](mailto:youngindependent@uel.ac.uk).

#### **Application process**

3. Care-Experienced Students need to provide evidence to show either that they have lived in care or that they are presently living in, or have lived in a foyer during the year before commencing study at the University.
4. Estranged students need to provide evidence to show that they are currently estranged from their biological or adoptive parent/s.



5. Students should complete the application form and return it with all requested evidence to the Hub or the SMART team as per instruction on the application form.
6. Care leavers will need to enclose a letter from their social worker, caseworker or home manager confirming that they are a 'care leaver'. The letter should be on headed paper and give full contact details of the professional writing the letter. It should confirm the student's full name and date of birth, the dates they were in care and what funding, if any, they will be receiving from their local authority.
7. Foyer residents will need to provide a letter which has been signed off by their foyer keyworker or foyer manager. Students will therefore first need to register with the Foyer Federation at [foyer.net](http://foyer.net) and they will then be sent a letter for completion by their keyworker. Students can email [bursary@foyer.net](mailto:bursary@foyer.net) or phone +44 (0)20 7430 2212 for further information.
8. Estranged students will need to enclose a letter from Student Finance confirming that they have been granted independent status due to estrangement. At the discretion of the university and in exceptional circumstances we may accept a letter from a professional person such as a teacher, case worker, foyer/hostel manager. The letter should be on headed paper, confirming the student's full name, date of birth and how long the person has known the student to be estranged.
9. All students should provide a copy of their 2019/20 Student Finance England (SFE) Notification of Entitlement letter with their application.
10. Continuing Care Leavers and Foyer Resident students should complete the 2019/20 application form and enclose the 2019/20 Student Finance entitlement summary only. They are not required to re-submit their Care Leaver or Foyer Status if this has been submitted in 2018/19 or 2017/18.

## Payment details

11. The bursary is normally paid in two equal instalments during the academic year by BACS (Bankers Automated Credit System). The first payment will be made in October 2019 and the second payment will be made in March 2020.
12. Students will be able to receive an award for the duration of their undergraduate course, usually to a maximum of 3 years (4 years for students on extended degree programmes). At the discretion of the university and in exceptional circumstances we may provide an extra year of funding to cover certain situations, such as a repeat year etc.
13. It is the responsibility of the student to ensure the bank details they provide to UEL are correct. Incorrect bank details may cause delays in payment. If bank details have not been provided by the end of term 2, the award will be cancelled without further warning.
14. Please note that funds for the Young Independent Students Bursary are strictly limited and applications are assessed on a first-come, first-served basis.
15. Awards will only be made to students who have made a firm acceptance of their course offer, or who have already enrolled or re-enrolled, and who have provided all the required evidence.
16. The accommodation element of the bursary is only applicable to students who will be living in the UEL halls of residence and will not be getting their rent paid by the Local Authority. Payment will be made directly to the students rent account and will not be paid to the student.
17. Payment of the bursary will be made in two instalments. The second instalment will only be paid if students have committed fully with the conditions of admittance, UEL's regulations including our attendance policy and the student code of conduct.
18. The bursary payment will not be made if you have overdue debt to UEL, this includes not having Student Loans Company funding in place. Students have the option to have their bursary transferred to cover/contribute to paying off UEL debt.
19. Further information can be obtained from the Student Money Advice & Rights Team (SMART) on +44 (0) 20 8223 4444 or by emailing [youngindependent@uel.ac.uk](mailto:youngindependent@uel.ac.uk)

## General terms and conditions

20. If an awarded student decides to change programmes, the student will be entitled to keep the bursary provided that the new course and mode of study meets the eligibility criteria.
21. If an awarded student decides to withdraw, the bursary will terminate at the date of withdrawal. Any payments made to the student will not need to be returned.
22. The bursary cannot be exchanged for an alternative award.
23. The bursary should be used in the year advertised. If a student defers their start date, the bursary may be deferred for by a maximum of one year at the discretion of the University. If the student defers their start date for more than one year they will need to reapply for the bursary.
24. Once a period of study has commenced, should a bursary holder suspend their studies through the proper channels, their bursary is similarly suspended and will be recommenced on the resumption of studies.
25. If the student's status changes during their study, as a result of information not being provided at the point of application, and the student becomes ineligible, the University reserves the right to revoke the bursary and claim back any payments incorrectly made to you.
26. If a student breaks the University regulations and is withdrawn from study, the bursary will be immediately terminated and no further support will be available. If the student returns to study at a later date, the bursary will not be re-awarded.
27. If you are in receipt of welfare benefits and commence a full-time course, money from scholarships and bursaries can affect your benefit entitlement as it may be treated as income. This depends on what the fund is intended to support you with, i.e. study related costs or living costs. Starting a course is a change of circumstance and you should inform all relevant benefit offices when you enrol.
28. The University reserves the right to verify applications and request additional evidence.
29. A complaint is normally a specific concern related to a procedural error, irregularity, or maladministration in admissions procedures or policies. If you are dissatisfied with any aspect of the administration of your bursary, please contact us in the first

instance so that an informal resolution can be sought. This may be done in writing by emailing [youngindependent@uel.ac.uk](mailto:youngindependent@uel.ac.uk)