

# Faculty of Humanities & Social Sciences Placement Fund 2025/26 terms and conditions – postgraduate taught students

## 1. Scope

The Faculty of Humanities and Social Sciences (HSS) has made funding available to support our students undertaking a placement. We recognise that the placements available to our students are often unpaid or low paid and would like to ensure where possible that financial concerns do not prevent or limit our students' ability to take up opportunities.

Grants range from £250-£1000 (pro rata dependent on placement length). The award can be used for either living costs or activities which will enhance your learning during your placement year. The HSS Placement Fund is limited as well as being discretionary and even if you meet the eligibility criteria you are not guaranteed to receive an award.

These terms and conditions apply to all Faculty of Humanities and Social Sciences (HSS) postgraduate taught students during their placement year.

## 2. Eligibility

The HSS Placement Fund has specific eligibility criteria. It is the Faculty's responsibility to identify potential award recipients on the basis of these criteria and the Faculty cannot be responsible for any errors or omissions in the information supplied with the application. The Faculty's decision is final and there is no right of appeal. You must comply with all requests for additional information within the timeframes specified.

The HSS Placement Fund is limited as well as being discretionary and even if you meet the eligibility criteria you are not guaranteed to receive an award.

To be eligible for this grant you **must** meet the following criteria:

- Be registered on a campus-based Humanities and Social Sciences postgraduate taught programme
- Not be in receipt of additional placement grants (e.g. commercial scholarship)<sup>1</sup>
- Be expecting to begin your placement in the 2025/26 academic year.

Applications will ask questions around your finances during your placement year. If there are other factors you feel we should consider when assessing your application, please do include these in your application.

### Please note:

- If you withdraw or suspend from your placement before completing (other than in exceptional circumstances e.g. illness) you will need to repay the award.

- The University reserves the right to terminate an HSS Placement Fund award in the case of any disciplinary action being taken against an award-holder. The University may also seek repayment of any HSS Placement Fund overpayment on a pro rata basis, should your award be terminated due to disciplinary action being taken.
- 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. In such cases the University may seek to recover any money paid as a debt in the county court (in which case it may also seek to recover additional sums such as interest, court fees and legal costs).
- There is no right of appeal and the University's decision is final in relation to your eligibility for an award. 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 has been some other procedural problem with our allocating and awarding system. Complaints should be made under the terms of our Admissions Complaints and Appeals Procedure.
- Each year we may survey students about our funding schemes to evaluate, inform our strategies and planning for future funding opportunities. Your survey responses used as part of any evaluation will remain anonymous

### 3. Assessment Process

Applications will be considered by a panel made up of Faculty staff members. The decision of the panel is final. If successful, funds will be in your account by the 1 September 2025.

### 4. Other Requirements

Successful applicants will be required to submit a short report (approx. 500 words) and photos of their placement experience – the report can be a written account, or something more creative (e.g. video, blog or photo essay). After the disbursement of funds, the successful applicant must provide this report as evidence of the placement. If the student does not meet this requirement the funds must be repaid to the University upon demand. This report will be needed by the beginning of the academic year, after your return from placement.

### 5. The Use of Data & Confidentiality

The Faculty may use data/information you provide to inform and advise you about the University and its services as well as to inform our strategies for supporting you. Your data is treated confidentially within the Faculty and will only discuss your case or share your data with third parties with your explicit consent.

### Footnotes

1. You are still eligible to apply if you receive a Bath Bursary, Income-related Scholarship, Gold Scholarship, Care Leavers Bursary, or Departmental, Sport or Organisation scholarships. You are also eligible to apply if your placement is paid or provides you with a contribution towards living costs.