

## Guidelines for Full Time Taught Postgraduate Masters Funding Scheme 2014-15

### 1. Scope

These guidelines apply to new UK taught postgraduate masters students taking up a place of study in 2014-15 who are identified by the University as eligible for consideration for the postgraduate funding awards.

They apply to two awards schemes: one made under the terms of the University's 2014-15 Access Agreement for postgraduate taught students in any subject area; the other as part of a funding package jointly with the Higher Education Funding Council (HEFCE) targeted at the MSc in Modern Building Design (Carbon Management). The allocation of funds is, in the main, competitive and so not all applications received may be successful.

There are two award schemes:

**Scheme 1:** Fee waivers and bursaries available to eligible students on the MSc in Modern Building Design (Carbon Management).

**Scheme 2:** Bursaries available to eligible students on other full time postgraduate taught Masters (PGT) and includes stand-alone Masters of Research (MRes) programmes.

Some programme exceptions apply; these are highlighted within the scheme guidance notes.

### 2. Terminology

- i. A **bursary** is a cash award to assist with course-related costs for Home (UK) students; EU students **are not** eligible for a bursary award. It will be paid to you in four instalments. You do not have to tell us how you are going to spend it. Bath uses the term 'bursary' for the financial awards it makes to those PGT/stand-alone MRes students who have submitted an application form and meet certain additional specified criteria. Bursaries come from the University's own resources and in some cases are jointly funded by HEFCE.
- ii. A **fee waiver** is a sum of money to assist Home (UK or EU) students on the MSc in Modern Building Design (Carbon Management) that the University allocates to your fee account in place of the full fee liability you would otherwise have. There is no cash alternative to a fee waiver.
- iii. **Access Agreement** refers to the written statement of agreement the University has with the [Office for Fair Access](#). This document states in detail the fees the University is allowed to charge, the financial support it guarantees to make available to eligible students and the outreach activity the University agrees to undertake to support fair access. The University has more than one Access Agreement because the nature of its support for students has changed over time. Your financial support arrangements are linked to the Access Agreement for 2014-15 and this Agreement will apply for the duration of your studies. Any changes to the financial support framework introduced for later student cohorts will not be

applied retrospectively to you. There is no guarantee that postgraduate students will be eligible for Access Agreement funding in future years.

### 3. Eligibility

- 3.1 Our bursary schemes have specific eligibility criteria which are also set out on our web pages [www.bath.ac.uk/study/pg/funding](http://www.bath.ac.uk/study/pg/funding)
- 3.2 Bursary awards are open to identified PGT/stand-alone MRes Home (UK) students only who are studying full time programmes. They are designed to help you with course costs or other living expenses. If successful, these will be paid in instalments.
- 3.3 Fee waiver awards are open to identified Home (UK) & Home (EU) students only who are studying the full time MSc in Modern Building Design (Carbon Management). They are designed to cover your tuition fees. If successful, these will be credited directly to your tuition fee account.

3.4

#### **Scheme 1: Funding awards for the University of Bath MSc Modern Building Design**

##### **University of Bath MSc Modern Building Design Fee Waiver (30 awards available)**

Eligible students will be considered for:

- a £8500 fee waiver

##### **Eligibility criteria for the University of Bath Bursary**

You need to:

- be an eligible Home (UK) student or Home (EU) *and*
- apply for and subsequently register on the full MSc in Modern Building Design programme *and*
- submit your completed application form by the application deadline

If there are more eligible applicants than awards available, then selection may be made based on the widening participation information and your supporting statement in your funding application as per the enhanced bursary awards.

Payment of awards will be credited directly to your tuition fee account.

##### **University of Bath MSc Modern Building Design Placement Bursary (30 awards available)**

Eligible students will be considered for:

- a £4500 placement bursary

##### **Eligibility criteria for the University of Bath Bursary**

You need to:

- be an eligible Home (UK) student *and*
- apply for and subsequently register on the full MSc in Modern Building Design programme *and*
- submit your completed application form by the application deadline

If there are more eligible applicants than awards available, then selection may be made based on the widening participation information and your supporting statement in your funding application as per the enhanced bursary awards.

Payment of awards will be made on the 1<sup>st</sup> of the month during: July, August & September 2015.

### **University of Bath MSc Modern Building Design Enhanced Bursary (15 awards available)**

Eligible students will be considered for:

- a £6000 bursary

#### **Eligibility criteria**

You need to:

- be an eligible UK student *and*
- apply for and subsequently register on the full time MSc Modern Building Design programme *and*
- submit your completed application form by the application deadline *and*

Meeting one or more of the following criteria **may** be taken into account, alongside your funding application statement, when awarding bursaries:

1. the highest education level of one or more of your parents is below degree level or equivalent *or*
2. the occupation level of one or more of your parents between SEC 4-7 ([Social Economic Class](#)) *or*
3. your school at age 16 was a non-selective school *or*
4. you have child dependents that reside with you *or*
5. you are a [care leaver](#)

Payment of awards will be made on the 1<sup>st</sup> of the month: October 2014, January, April and October 2015

### **Scheme 2: General bursary awards for all other Postgraduate Taught Masters Programmes**

#### **University of Bath Postgraduate Taught Masters Bursary (30 awards available)**

Eligible students will be considered for:

- a £6000 bursary

#### **Eligibility criteria**

You need to:

- be an eligible Home (UK) student *and*
- apply for and subsequently register on an eligible full time PGT/stand-alone MRes programme *and*
- submitted your completed application form by the application deadline

Meeting one or more of the following criteria **may** be taken into account, alongside your funding application statement, when awarding bursaries:

1. the highest education level of one or more of your parents is below degree level or equivalent *or*
2. the occupation level of one or more of your parents between SEC 4-7 ([Social Economic Class](#)) *or*
3. your school at age 16 was a non-selective school *or*
4. you have child dependents that reside with you *or*
5. you are a [care leaver](#)

Payment of awards will be made on the 1<sup>st</sup> of the month during: October 2014, January, April and July 2015.

3.5 All awards are discretionary and limited in number, so even if you meet the criteria you are not guaranteed to receive one.

It is the University's responsibility to identify potential award recipients on the basis of these criteria but the University cannot be responsible for any errors or omissions in the information supplied to it 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. 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 deadline.

The following points also apply:

- i. Students classed as Home (UK) or Home (EU) for fees purposes studying an eligible programme will be invited to submit an application.
- ii. If you have already completed a postgraduate degree qualification (including a non-UK degree qualification) that is the equivalent level to, or higher than your planned programme of study at the University of Bath, you will still normally be eligible to apply for the University of Bath Postgraduate Funding Scheme.
- iii. This funding scheme is normally only open to those who are not in receipt of a scholarship or sponsorship funding towards their fees and living costs. The University reserves the right to vary this policy in particular individual circumstance, where the additional funding received may be limited. The University reserves the right not to allocate, or to withdraw and seek repayment of your bursary or fee waiver, if you already have, or are later awarded a scholarship or sponsorship package.

Programme exceptions: Students who are applying for and subsequently register as a research student and the intended programme outcome is for a PhD e.g. Integrated PhD programmes. If there are more eligible applicants than awards available, then selection may be made based on the widening participation information and your supporting statement in your funding application as per the bursary awards.

The following definitions apply:

Home (UK) Student	Eligible UK students are those that are classed as Home (UK) (England, Wales, Scotland or Northern Ireland), as assessed for fees purposes, as determined by the Graduate Schools or Admissions Office. Students from the Channel Islands or the Isle of Man are not Home (UK) students according to this definition and are subject to 'Islands students' status.
Home (EU) Student	EU students are those that are classed as Home (EU) (European), as assessed for fees purposes, as determined by the Graduate Schools or Admissions Office. Students from the Channel Islands or the Isle of Man are not Home (EU) students according to this definition and are subject to 'Islands students' status.

Full Time Taught Postgraduate	These are postgraduate degree programmes leading to a masters (MSc, MA, MBA or stand-alone MRes). MPhil, PhD, Certificate, Diploma and CPD programmes are not eligible for these funding schemes.
Highest Education Level of Parents	Information on education levels can be found at the <a href="#">Office of Qualifications, Examinations and Regulation</a> (Ofqual). For the purpose of these funding schemes a student who comes from a family whose parents do not have a higher education or equivalent professional qualification may be considered for an award.
SEC	Social grade is a classification system based on occupation and it enables a household and all its members to be classified according to the occupation of the Chief Income Earner. For the purposes of this funding scheme a student whose parents' SEC is SEC 4-7 may be considered for an award. The <a href="#">NSEC coding tool</a> can help in defining the highest SEC classification of your parents.
School	An academically selective school is a school that admits students on the basis of for example, an entrance exam or the 11+ test. The term may have different connotations in different systems. The opposite for example is a comprehensive school, which accepts all students, regardless of aptitude. A semi-selective school is a school where a percentage of the cohort is required to sit an entrance exam, with the remaining being admitted from the local catchment area. An independent school is a school where a tuition fee is payable in order that a student may study there. For the purposes of this funding scheme a student whose school at age 16 was a non- selective school may be considered for an award.
Child dependant	This is a child who ordinarily resides with you for whom you may receive child benefit and/or child tax credits who is under the age of 20 (normally in statutory or further education or approved training, not employment). For the purposes of this funding scheme a student who has child dependant(s) who reside with them may be considered for an award.
Care Leaver	This refers to a person who has been in the care of the Local Authority for a period of 13 weeks or more ending on or after the date on which he/she reached the age of 16 and before the first day of the first academic year of the course, provided that the student has not, at any time during that period, been under the charge or control of his/her parents. We may request that you provide a letter from a social worker or Leaving Care Personal Adviser confirming your care status. For the purposes of this funding scheme a student who is a care leaver may be considered for an award.
Use of Data	The Admissions Office and/or our Faculties may use data/information passed to us by you in relation to our funding schemes to provide information and advice about the University to you as an applicant, and to inform our strategies for supporting you as a new entrant should you subsequently join the University.

#### 4. Application and Allocation

- 4.1 You should complete the application form electronically as a word document, and email to the address specified in the form. Incomplete applications will not be considered.
- 4.2 Selection for an enhanced/general bursary award is subject to the awarding panel decision, and may take into account widening participation information in your application and your supporting statement.

You should be aware if you opt not to provide information relating to the widening participation criteria that this may affect your eligibility to be considered for a bursary award.

- 4.3 Our fee waiver and placement bursary awards apply only to the MSc in Modern Building Design.
- 4.4 The selection panel may also take into consideration, as part of their allocation considerations, students from underrepresented groups into specific disciplines or qualification levels attained prior to your planned postgraduate studies at Bath.
- 4.5 You cannot be considered for an award if you have not responded to our notifications of your eligibility, or if we have not received your application form with appropriate evidence by the published deadlines. Awards cannot be claimed retrospectively.

- 4.6 The final deadline for applications for Scheme 2 to be considered is:

12pm on Monday 30<sup>th</sup> June 2014.

The final deadline for applications for Scheme 1 to be considered is:

12pm on Friday 26<sup>th</sup> September 2014.

The University reserves the right to review application closing dates to ensure the allocation of awards is met in full.

- 4.7 This document should be read in conjunction with the Terms & Conditions for Postgraduate Taught Masters Funding Scheme 2014-15.

Any queries relating to these guidelines should be addressed to the Admissions and Funding Team, Admissions Office, University of Bath, BA2 7AY or by emailing [adm-pg-bursary@bath.ac.uk](mailto:adm-pg-bursary@bath.ac.uk) .

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