

# Guidelines for Taught Postgraduate Masters Funding Schemes 2015-16

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## Scope

1. These guidelines apply to new UK and EU Taught Postgraduate Masters students taking up a place of study in 2015-16 who are identified by the University as eligible for consideration for one of the Postgraduate Taught Masters (PGT) funding awards.
- 1.1 They apply to two awards schemes: one as part of a joint funding package with the Higher Education Funding Council (HEFCE); the other made under the terms of the University's 2015-16 Access Agreement. 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: Postgraduate Support Scheme (PSS) Bath Bursary**

Up to 97 awards of £10,000 (£4,000 fee waiver and £6,000 bursary) available to Home UK and Home EU students on a full or part time (maximum 2 years duration) PGT programme, including stand-alone Masters of Research (MRes) programmes. Awards will consist of a fee waiver and bursary. Detailed eligibility is given in section 3.

*Note that Postgraduate PhD, Certificate, Diploma and CPD programmes are not eligible. PhD programmes with an MRes are also excluded (e.g. Integrated PhD, MRres/PhD). Part time PGT programmes over 2 years in duration are also excluded.*

### **Scheme 2: University of Bath PGT Bursary**

Up to 30 bursaries of £6,000 available to eligible Home UK students on full time PGT programmes, includes stand-alone MRes programmes. Awards will be paid as a bursary. Detailed eligibility is given in section 3.

*Note that part time PGT and Postgraduate PhD, Certificate, Diploma and CPD programmes are not eligible. PhD programmes with an MRes are also excluded (e.g. Integrated PhD, MRres/PhD).*

## Terminology

2. A bursary is a cash award to assist with course-related costs. 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 eligible and selected PGT/stand-alone MRes students who have submitted an online funding application and meet certain additional specified criteria. Bursaries come from the University's own resources and in some cases are jointly funded by HEFCE.
- 2.1 A fee waiver is a sum of money to assist Home (UK or EU) students with tuition fees under Scheme 1. The University allocates a waiver to your fee account in place of some of the fee liability you would otherwise have. There is no cash alternative to a fee waiver.
- 2.2 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 selected 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 2015-16 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.

## Eligibility

3. Our bursary schemes have specific eligibility criteria which are also set out on our [web pages](#).
- 3.1 Bursary awards are open to identified PGT/stand-alone MRes Home (UK) and Home EU students only who are studying programmes as indicated in Scheme 1 and 2.

- 3.2 Fee waiver awards are open to identified Home (UK) & Home (EU) students only who are studying on full or part time PGT programmes as indicated in Scheme 1.

### 3.3 Scheme 1: PSS Bath Bursary

#### Eligibility criteria as a graduating undergraduate

You need to:

- be progressing from an undergraduate course studied at a UK university for which you were charged the higher tuition fee of £6,000 - £9,000 since 2012-13\*.

*\*Due to HEFCE rules, you will be ineligible for this scheme if:*

- *you are a student from Wales not paying the higher rate of fees because you are assisted by a Welsh Tuition Fee Grant*
- *you are a Scottish or Northern Irish student studying at a home institution charging fees of less than £6,000*
- *you are an EU student studying in the UK but paying fees of less than £6,000.*

If you were assessed to pay a higher fee but had a portion of this reduced by a university fee waiver, you are still eligible to apply.

#### As a new postgraduate student you also need to:

- be an eligible Home (UK) student or Home (EU) *and*
- apply for and subsequently register on an eligible full or part-time postgraduate taught programme (part time maximum duration of 2 years) *and*
- submit your completed funding application, including a supporting statement, by the deadline.

#### AND

Meet at least **ONE** of the following criteria:

- the highest [education level](#) of your parent(s) is below degree level or equivalent or
- the occupation level of your parent(s) is between [SEC 4-7 \(Social Economic Class\)](#) or
- you have child dependants that reside with you or
- you are a [care leaver](#) or
- you were aged 21 or over when you commenced your undergraduate studies or
- you were in receipt of [free school meals](#), [Education Maintenance Allowance](#) or [16-19 Bursary Fund](#) aged between 16-19.

If there are more eligible applicants than awards available, then selection may be made based on the widening participation information, the supporting statement in your funding application and additional factors such as representation of student groups studying on programmes where they are considered as underrepresented (e.g. women in engineering), and/or other positive action or other equality related considerations .

### 3.4 Scheme 2: University of Bath PGT 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
- submit your completed funding application, including a supporting statement by the deadline.

In addition, selection may take into account the widening participation information, the supporting statement in your funding application and additional factors such as representation of student groups studying on programmes where they are considered as underrepresented (e.g. women in engineering), and/or other positive action or other equality related considerations .

We will therefore ask you to tell us if:

- the highest [education level](#) of your parent(s) is below degree level or equivalent or
- the occupation level of your parent(s) is between [SEC 4-7 \(Social Economic Class\)](#) or
- you have child dependants that reside with you or
- you are a [care leaver](#) or
- you were aged 21 or over when you commenced your undergraduate studies or
- you were in receipt of [free school meals](#), [Education Maintenance Allowance](#) or [16-19 Bursary Fund](#) aged between 16-19.

3.5 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.

## Fees status and previous postgraduate level study

4. Students classed as Home (UK) or Home (EU) for fees purposes applying for study on an eligible programme will be invited to submit an application.

4.1 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 normally be eligible to apply for the University of Bath Postgraduate Funding Scheme but not the PSS funded scheme.

## Programme exceptions

### 5. **Scheme 1 - Postgraduate PSS Bath Bursary Scheme**

All Postgraduate PhD, Certificate, Diploma and CPD programmes are not eligible for this scheme. Part time PGT programmes over 2 years in duration are also excluded.

### **Scheme 2 - University of Bath PGT Bursary Scheme**

All part time PGT and any Postgraduate PhD, Certificate, Diploma and CPD programmes are not eligible for this scheme.

Note: Students who are applying for and subsequently register as a research student and the intended programme outcome is for a PhD are excluded from both schemes.

## Definitions and Widening participation criteria

6. The following definitions and widening participation criteria apply. We may request at any point, for audit purposes, evidence of any widening participation criteria as stated in your application.

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.
Part Time Taught Postgraduate	These are postgraduate degree programmes, with a maximum duration of two years in length, 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 parent(s) do not have a higher education or equivalent professional qualification may be considered for an award.
NS-SEC (Socio-economic classification)	SEC 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 parent(s) are in SEC is SEC 4-7 may be considered for an award. The <a href="#">NS-SEC coding tool</a> can help you in defining the highest SEC classification of your parent(s) by entering their job occupation into the occupation title field. This is based on the simplified NS-SEC analytic class coding in the NS-SEC categorisations section.
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) residing with them may be considered for an award.
Care Leaver	The Children (Leaving Care) Act 2000 definition states that a <a href="#">Care Leaver</a> is someone who has been in the Care of the Local Authority for a period of 13 weeks or more spanning their 16th birthday. You should provide a letter from a social worker or Leaving Care Personal Adviser confirming your care status.
Free School Meals aged between 16-19/ Education Maintenance Allowance (EMA) / 16-19 Bursary Fund	To have been eligible for <a href="#">free school meals</a> you or your family would have needed to be in receipt of a qualifying income-related welfare benefit e.g. income support, child tax credits, income based jobseekers allowance.  <a href="#">EMA</a> is a cash award given to students remaining in post 16 education who come from low household income families. This allowance ceased to be in place in England in 2012.  The <a href="#">16-19 Bursary Fund</a> replaced EMA in England and is a cash award which may be awarded to students remaining in post 16 education who come from low household income families.
Mature Students	A mature student is considered as a person who commenced their undergraduate studies at aged 21 years or over.
School Type	A state school is a government funded school where there is no tuition fees charged. A private school will charge tuition fees for a place to study. We may use school type attended as additional information, should there be more applications than awards available.

## Use of data

- The University may use the widening participation (WP) data / information you share with us to provide information and advice about the University to you as an applicant. Should you subsequently join the University, the University may also use the data to inform our strategies for supporting you as a new

entrant, to inform you about provision that you may be able to access, to monitor student success and for other legitimate reasons.

## Application deadlines and allocation

8. You should complete the application available via your Bath Application Tracker. You will be invited by email when applications open for submission. Please ensure that you keep your email address up to date in your Bath Application Tracker. Incomplete applications will not be considered.
- 8.1 Selection for a Bath Bursary PGT award (Scheme 2) is subject to an awarding panel decision, and may take into account widening participation information in your application and your supporting statement and additional factors such as representation of student groups studying on programmes where they are considered as underrepresented (e.g. women in engineering), and/or other positive action or other equality related considerations.
- 8.2 The selection panel may also take into consideration, as part of their allocation considerations, student groups which may be from underrepresented groups into specific disciplines e.g. women into engineering and any evidence from your admission record.
- 8.3 You cannot be considered for an award if you have not responded to our notifications of your eligibility, or if you have not submitted your application along with any appropriate evidence by the published deadlines. Awards cannot be claimed retrospectively.
- 8.4 **Application deadlines for the PSS Bath Bursary (Scheme 1):**  
First allocation round: 12pm on Monday 1 June 2015  
Second allocation round: 12pm on Friday 3 July 2015

Any remaining unallocated funds will continue to be allocated on a two weekly basis as applications are received until 25 September 2015.

### **Application deadlines for the University of Bath PGT Bursary (Scheme 2):**

Main allocation round: 12pm on Friday 3 July 2015

If there are any remaining unallocated funds we will re-open applications to students who have not yet applied. Unsuccessful applications will not be reconsidered.

- 8.5 The University reserves the right to review application closing dates to ensure the allocation of awards is met in full. This document should be read in conjunction with the Terms & Conditions for Postgraduate Taught Masters Funding Scheme 2015-16.

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).