

I accept the following terms and conditions relating to maintenance payments and agree to re-pay any monies paid to me in error or for which I am not eligible.

Maintenance payments are paid quarterly in advance, directly into a nominated UK bank or building society account, provided a student remains fully registered.

You as the student are responsible in ensuring that your bank account details are current and correct within SAMIS, the University's Student system, see below for how to update your bank details.

The University will transfer the money on or before: \* 1<sup>st</sup> October / 1<sup>st</sup> January / 1<sup>st</sup> April / 1<sup>st</sup> July in any year to the nominated UK bank or building society account.

**Should you, fail to make satisfactory progress, suspend, transfer to submission pending, submit, switch degree programme, leave, or be no longer eligible for payments for any reason, maintenance payments will be stopped, and any prepaid maintenance must be repaid by you.**

Payments of maintenance from sponsors will only be made if signed contract agreements and income have been received by the University from the sponsor.

\*Please check PG Maintenance webpage <http://www.bath.ac.uk/students/finance/pg-maintenance/index.html> for exact payment date as this may vary for new starters and any other student who has not fully registered.

Signature: ..... Date: .....

Name: (please print)			
Student number:		Department	
Email address:	.....@bath.ac.uk	Telephone number	

Please note the first maintenance / stipend payment will only be made on the due date if this maintenance / stipend agreement has been completed and submitted, with appropriate photo identification, to [studentships@bath.ac.uk](mailto:studentships@bath.ac.uk). Identification can take the form of a valid Passport or Identity card, driving license or current University of Bath Library card.

Bank account details can be entered or updated via SAMIS under the Studentship heading (if applicable):  
[https://www.bath.ac.uk/samis/urd/sits.urd/run/siw\\_lgn](https://www.bath.ac.uk/samis/urd/sits.urd/run/siw_lgn)

Students starting / re-starting mid-way through a maintenance / stipend quarter will be paid for the period from their start / restart date until the next quarter date. Students suspending, leaving, transferring to submission pending, or submitting or be no longer eligible for payments for any reason, mid-way through a maintenance / stipend quarter will have their payment reduced from the quarter start date until their change date.

Any maintenance from external sponsors will only be paid / backdated once contracts agreements and income have been received by the University from the sponsor.

Payments made as part of a studentship are training awards and not regarded as employment income for tax purposes or National Insurance contributions. However, if you have income from other sources, we recommend you seek tax advice. It is your responsibility to declare stipend income on your tax return, under the other income section, where applicable.

Further information can be found at the Student Finance web pages – PG Maintenance tab:  
<http://www.bath.ac.uk/students/finance/pg-maintenance/index.html>

Queries along with your student number should be sent to [studentships@bath.ac.uk](mailto:studentships@bath.ac.uk)