

Terms and Conditions

Taught Postgraduate Masters Funding Scheme

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, (note that certain programmes are excluded from the funding awards, including Postgraduate PhD, Certificate, Diploma, CPD programmes and PhD programmes with an MRes (e.g. Integrated PhD, MRres/PhD) and part time PGT programmes over 2 years in duration.
- 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 selected Home UK and Home EU students who meet the eligibility criteria.

Scheme 2: University of Bath Bursary

Up to 30 bursaries of £6,000 available to selected Home UK students who meet the eligibility criteria.

Eligibility and application

1. Our funding schemes have specific eligibility criteria and these are set out on our website at www.bath.ac.uk/study/pg/funding/taught and in the scheme guidelines. 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 on the timeframes specified and you must submit any evidence requested by the deadlines as stated in the '**Guidelines for Postgraduate Funding Scheme 2015-16**'.
- 2.1 You should be aware that if you opt not to provide information relating to widening participation criteria it may affect your eligibility to be considered for an award.

Terminology and definitions

2. Guidance on the terminology and definitions applying to the 2015-16 Bath postgraduate student support framework is set out in the scheme guidelines. It is your responsibility to ensure that you have read and understood these alongside this document.

Allocation

3. You can only receive one bursary award. If you meet the eligibility criteria for both schemes then you will be considered for the higher value award in the first instance, subject to any widening participation criteria or statement submission considerations.

The PSS Bath Bursary – up to 97 awards of £10,000

The award will consist of a £4,000 fee discount, with the balance of £6,000 payable in instalments as a bursary. Awards will be pro rata for part time students. £5,000 of the award must be paid in year 1 of your studies. This is a HEFCE requirement.

If you meet the criteria then you are eligible to be considered for an award, but even if you meet all the criteria you are not guaranteed one. If at any stage, there are more eligible applicants than awards available, then selection may be made by the University who shall select the scholars that it deems are the most deserving in its sole discretion. Its decision in this respect shall be final and there is no right of appeal. In selecting eligible applicants the University shall base its selection on the widening participation

criteria met, the supporting statement submitted in your funding application (and possibly additional considerations as referred to at 4.1 below).

The University of Bath PGT Bursary – up to 30 awards of £6,000

If there are more eligible applicants than awards available, then selection may be made based on widening participation information and the supporting statement submitted in your funding application. A selection panel may meet to decide upon applications and allocation of this fund.

The £6,000 award will be payable in instalments as a bursary.

Widening participation information from your application, supporting statement and any evidence from your admission record may be taken into account by the awarding panel when selecting students for a bursary award.

- 4.1 For both schemes we may take into account additional factors such as representation of certain student groups studying on programmes where they are considered as underrepresented e.g. women into engineering, and/or other positive action or other equality related considerations .
- 4.2 You cannot be considered for an award if you have not responded to our invitation to submit a funding application along with any relevant supporting evidence, within the application deadline. All awards are discretionary and limited in number, so even if you meet the criteria you are not guaranteed to receive one.

Additional Funding Support

4. These funding schemes are normally only open to you if you are not in receipt of a scholarship or other sponsorship funding towards your fees and living costs. The University reserves the right to vary this policy in particular individual circumstances, 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.

Payment

5. Payment of awards will be made by the [University's Student Finance Office](#). Please note your first bursary payment will only be paid to you on the due date if you have completed and returned a bursary payment agreement form which must be returned, **in person**, to the Student Finance Office in Wessex House 3.44. This form will be emailed to you should you be successful in your application.

For both schemes, payment of your bursary award will be made in four instalments: October, January, April and July.

The first payment of your award will be on or around 12 October 2015. Remaining instalments will be paid on or around the 1st of the month, (normally earlier than the 1st if this falls on a weekend / bank holiday).

Placements and PGT programmes over 1 year in length

6. If you are undertaking a full time PGT programme with a period of placement or which entails a longer period of study (e.g. 15 or 18 month programme), any award will be paid in full during the first 12 month period in four instalments. Part time PGT programmes will be paid pro rata over the 2 year period.

Changes to study

7. If you change your programme or mode of study and are in receipt of an award which is for example programme/mode specific, it may be withdrawn. If you make any changes to your original programme of

study you must notify the Admissions and Funding Team about this, as it may affect your continued eligibility.

Suspensions and withdrawal from studies

- 8.1 If you suspend or withdraw from your studies then you will not be eligible to receive any future award payments in that year.
- 8.2 All bursary payments will be calculated on a pro rata basis and **any overpayments must be repaid** to the University should you suspend, withdraw from studies, or transfer to a non-eligible PG programme, or change your mode of attendance to less than full time, or no longer be eligible for payments for any other reason, (in such a case the University may seek to recover the amount of the overpayment as a debt in the county court).
- 8.3 You may however, be eligible to receive any outstanding awards due upon your return to studies, following a period of suspension. Awards in these circumstances will be calculated on a pro rata basis.

Repeating, extending or deferring your studies

9. Awards will not be paid during any extension/repeat period(s) to your taught postgraduate programme.
- 9.1 Awards are allocated for 2015-16 entry only. If you defer or withdraw and restart, any award already offered will become void. If eligible, you will be considered for support the following year, but this will be subject to the terms of the Access Agreement and any funding provision then in force. There is no guarantee that postgraduate students will be eligible for funding in future years.

Disciplinary action and fraudulent applications

10. The University reserves the right to terminate a bursary or fee waiver award and demand repayment of funds already paid in the case of any disciplinary action being taken against an award-holder. Cases will be considered on an individual basis by the Head of Student Services.
- 10.1 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). We may request at any point, for audit purposes, evidence of any widening participation criteria as stated in your application.

Alumni discount

11. If you are eligible for the 10% Alumni discount then separate terms and conditions apply. Any discount will only apply to the portion of fee liability that remains once any fee waiver has been applied. You should refer to this guidance on the University [web pages](#).

Appeals

12. There is no right of appeal and the University's decision 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 Review Procedure](#).

General points

13. This document should be read in conjunction with the Guidelines for Postgraduate Taught Masters Funding Scheme 2015-16.

Any queries relating to these terms and conditions 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