

## **The Gillian Stead Bursary Policy 2016-17** **First year entrants in 2016**

### **1. Background principles**

This policy and procedural document aims to clarify the purpose, eligibility and conditions for the *Gillian Stead Bursary* available to new entrants at the University of Hull (the University) in 2016/17.

The *Gillian Stead Bursary* aims to provide financial support to UK/EU undergraduate students who enter the first year of a BSc or MMath degree in mathematics and who have obtained 320 UCAS Tariff points from three A-Levels (excluding General Studies) including an A in A level maths or equivalent\*.

Further awards of £2,100 will be made to these students for each subsequent year of their undergraduate degree, subject to the achievement of an average mark of at least 65% at the end of the previous year of study.

A number of criteria make certain courses and individuals ineligible for these awards (see section 11 for further details).

The award of the *Gillian Stead Bursary* nullifies any *University of Hull Merit, Achievement or Excellence Scholarship* award which would otherwise have been made.

For the purposes of Bursary eligibility and conditions, the University does not distinguish between clearing and adjustment applications and pre-clearing applications.

Users of this document are invited to refer any unaddressed issue to [access@hull.ac.uk](mailto:access@hull.ac.uk) in writing.

### **2. Eligibility for an Award**

To receive the *Gillian Stead Bursary*:

- Undergraduate students must enter the first year of a BSc or MMath degree in Mathematics and have obtained 320 UCAS Tariff points from three A-Levels (excluding General Studies) including an A in A level Mathematics or equivalent\*.
- Students must have been assessed by the University as being required to pay tuition fees at the home student rate of £9,000 (part time pro rata). EU students who are required to pay fees at this £9,000 rate are eligible for consideration. International students (outside the EU) are ineligible.

The following groups of students are not eligible to be considered for the *Gillian Stead Bursary*:

- Students not studying for a BSc or MMath degree in Mathematics.
- Students who have not obtained 320 UCAS Tariff points from 3 A-Levels (excluding General Studies).
- Students who have not achieved an A Level Mathematics at grade A or equivalent\*.
- Foundation Degree students.
- Students undertaking a Foundation Year.
- Students who are fully or partially sponsored (see Appendix 1).
- International students (outside the EU).

The accompanying tables at section 11 show full eligibility criteria for the *Gillian Stead Bursary* and lists those who would be ineligible.

### **3. Applications**

The *Gillian Stead Bursary* will be automatically awarded to eligible entrants who achieve the set criteria.

Successful students will be notified as they are identified.

### **4. Continuation of Award**

The *Gillian Stead Bursary* provide financial support in the first year of entry. Further awards of £2,100 will be made to these students for each subsequent year of their undergraduate degree, subject to the achievement of an average mark of at least 65% at the end of the previous year of study.

However:

- Students will not receive the *Gillian Stead Bursary* for periods of study (e.g. repeated years) for which the award has already been made.
- Student withdrawal from study ends all *Gillian Stead Bursary* payments (from the date of formal withdrawal).
- If an awardee intercalates they will remain eligible for the remainder of the *Gillian Stead Bursary* upon their return to full time study, providing they continue to satisfy eligibility and progression criteria.
- The *Gillian Stead Bursary* is not payable during any period where the University tuition fee is reduced (e.g. a year abroad or a year's placement in industry).
- Transfer to an ordinary degree or other ineligible programme renders students ineligible for any further payments.

### **5. Appeals**

Any new entrant who believes (s)he has been unfairly excluded from the *Gillian Stead Bursary* (or part of it) has the right to appeal. Full details are included at Appendix 2.

### **6. Number of awards**

Please refer to section 11.

### **7. Payment of Awards**

The *University of Hull Gillian Stead Bursary* is a non-repayable cash award of £2,100 which is paid on the following dates:

- 31 October 2016 - £1,000
- 28 February 2017 - £1,000
- 1 May - £100

The *Gillian Stead Bursary* provides payments of cash:

- As a general principle no award will be paid prior to registration.

- Cash payments are staggered through the academic year directly into the awardee’s bank account.
- Bank details must have been supplied to Student Finance England (or alternative arrangements made through the University of Hull’s Student Financial Services) to enable the award to be paid directly into the awardee’s bank account.
- Where a student has outstanding debts to the university any Scholarship payment will be released only when these debts have been paid. Scholarship payments can be used to reduce any debt to the university at the awardee’s request.

Please note the Gillian Stead Bursary may be considered as income received for the purposes of any application to the University of Hull’s Hardship Fund.

## 8. Publicity

The University will ensure that the *Gillian Stead Bursary* scheme outlined above is publicised as widely as possible to potential applicants to the University. This will include via the University of Hull website ([www.hull.ac.uk](http://www.hull.ac.uk)) and printed promotional materials. Publicity will include full conditions/eligibility criteria relating to the *Gillian Stead Bursary* where possible, or links to these, and be updated by mid-September each year for the following September entry.

Relevant schemes may also be promoted by individual academic departments in their promotional literature and websites whilst ensuring content is appropriately referenced to the University website ([www.hull.ac.uk](http://www.hull.ac.uk)) to ensure current information is always available.

## 9. Responsibilities

The University’s Pro-Vice Chancellor (Engagement) has overall responsibility within the University for the Implementation of this policy. The practical implementation of the policy is the responsibility of the Director of Student Recruitment, assisted by members of the Directorate.

Management of the various elements of the awarded Bursary, including the payment of any cash, resides with appropriate departments across the University.

## 10. Monitoring and Review of this Policy

This document refers explicitly to arrangements for the *Gillian Stead Bursary* and is awarded to those entering the University in 2016/17. The policy will be formally reviewed for 2017/18 entry.

## 11. Individual Gillian Stead Bursary arrangements

11a	Award title	The Gillian Stead Bursary 2016-17
	Mode of attendance	Full or part time
	Fee category	Home/EU with programme fees at £9,000 per annum (P/T pro rata)
	Level of study	Undergraduate honours
	Eligibility criteria	<ul style="list-style-type: none"> <li>• Registered as a student at the University of Hull</li> <li>• Undergraduate students entering their first year of a BSc or MMath degree in Mathematics</li> </ul>

		<ul style="list-style-type: none"> <li>Students who have obtained 320 UCAS Tariff points from three A-Levels (excluding General Studies) including an A in A level Mathematics or equivalent*</li> </ul>
	Ineligible entrants	<p>The following groups of students are not eligible to be considered for the <i>Gillian Stead Bursary</i>:</p> <ul style="list-style-type: none"> <li>Students not studying for a BSc or MMath degree in Mathematics.</li> <li>Students who have not obtained 320 UCAS Tariff points from 3 A-Levels (excluding General Studies).</li> <li>Students who have not achieved an A Level Mathematics at grade A or equivalent*.</li> <li>Foundation Degree students.</li> <li>Students undertaking a Foundation Year.</li> <li>Students who are fully or partially sponsored (see Appendix 1).</li> <li>International students (outside the EU).</li> </ul> <p>Any student providing the university with incorrect information for the purpose of gaining funding they are not entitled to will render themselves unfitted for support. No further financial awards will be made, and any awards already held will be rescinded.</p>
	Value of award	£2,100
	Year(s) award made	Year 1 for full time students, pro rata for part time students. Further awards of £2,100 will be made for each subsequent year of the students undergraduate degree, subject to the achievement of an average mark of 65% at the end of the previous year of study
	Continuation arrangements	<ul style="list-style-type: none"> <li>Students will not receive the <i>Gillian Stead Bursary</i> for periods of study (e.g. repeated years) for which awards have already been made.</li> <li>Student withdrawal from study ends all <i>Gillian Stead Bursary</i> awards (from the date of formal withdrawal).</li> <li>If an awardee intercalates they will remain eligible for the remainder of the award upon return to full time study, providing they continue to satisfy eligibility and progression criteria.</li> <li>The <i>Gillian Stead Bursary</i> is not payable during any period where the University tuition fee is reduced (e.g. a year abroad or a year's placement in industry).</li> <li>Transfer to an ordinary degree or other ineligible programme renders students ineligible for further payments.</li> </ul>
	Deadline for applying	Not applicable
	Number of awards available	Unlimited
	Composition of award	Cash

## Appendix 1: Sponsorship

Full or part sponsorship reduces fees payable by the individual student entering full honours degrees to less than £9,000 per annum and results in students becoming ineligible for the *Gillian Stead Bursary*

The following examples illustrate this situation:

- **Corporate sponsorship** of an individual from an employing organisation, managed via a system of purchase order and invoice.
- Students entering ordinarily resident in Wales, Scotland and Northern Ireland who are required to personally pay reduced fees, the balance being covered by government/assembly funds (**Government sponsorship**).
- Where academic departments charge discounted fees (**University sponsorship**).

The following groups are excluded from the above definition of sponsorship:

- Students entering from a background of care who are assisted by their local council in line with the Children and Young Persons Act 2008 which requires local authorities to give a minimum bursary of £2,000 to care leavers starting a recognised higher education course in line with OFFA guidance. (**Corporate parenting**)
- Students entering from a background of care who are assisted with fees by local councils. (**Corporate parenting**)
- Self-financing students are also excluded from the definition of sponsorship.

## Appendix 2: Guidance on University of Hull Appeals Procedure relating to the *Gillian Stead Bursary*

### Appeals Procedure - Guidance

#### The *Gillian Stead Bursary*

If you believe you were entitled to the *Gillian Stead Bursary* but are unhappy with the assessment or amount awarded, you may have the right to appeal.

#### **Before you appeal**

Before appealing there are a few steps you can take:

- 1 E-mail [hefunding@hull.ac.uk](mailto:hefunding@hull.ac.uk) to address any initial queries.
- 2 Check you fulfil the eligibility criteria for an award (see section 11 of The *Gillian Stead Bursary* 2016-17).

#### **How do you know if you can appeal?**

You can appeal when:

- You think you meet all of the *Gillian Stead Bursary* eligibility criteria.
- You have provided evidence of your previous qualifications.

#### **When you can't appeal**

You can't appeal when:

- You don't meet the necessary eligibility criteria.
- You have appealed previously.

#### **Who can appeal?**

Appeals must be made by the student concerned, who is registered at the University of Hull. Someone else cannot appeal on your behalf.

#### **Deadline for appeals**

Appeals must be made during the academic year concerned. Appeals should be made no later than 8 weeks prior to the end of the academic year.

### **How to appeal**

Appeals should be made in writing to the Access, Funding and Support Officer.

Appeals must include your name, contact details, student number and course. You should state in your appeal why you believe your assessment is incorrect.

You will need to send your appeal to:

Access, Funding and Support Officer

Access, Funding and Support Office

Venn Building, Room 018

The University of Hull

Cottingham Road

Hull

HU6 7RX

### **What happens next?**

Your eligibility will be checked. All completed appeals are reviewed within 2 - 4 weeks. You will be notified of the outcome of your appeal via an email to your University email account.

The possible outcomes are:

- 1 You are not eligible for the *Gillian Stead Bursary* and the decision will be explained to you.
- 2 If there is missing information or evidence which is required in order to assess your claim you will be asked to withdraw your appeal and ensure that the required information is supplied.
- 3 You are deemed eligible for the *Gillian Stead Bursary*.
- 4 You may be directed to other sources of support.

If you are unhappy with the appeal decision the case will be reviewed by the Director of Student Recruitment, whose decision is final.

### **Withdrawing your appeal**

You can withdraw your appeal at any time by writing to the Access, Funding and Support Office.