

# University of Hull Undergraduate Scholarship Policy 2019/20

## First year entrants in 2019/20

### Background principles

This policy and procedural document aims to clarify the purpose, eligibility and conditions for undergraduate *University of Hull Attainment, Attainment Plus, Merit, Merit Plus, Achievement and Achievement Plus Scholarship* awards available to new students at the University of Hull (the University) in 2019/20 (hereafter referred to individually as the Attainment Scholarship, Attainment Plus Scholarship, Merit Scholarship, Merit Plus Scholarship, Achievement Scholarship, and Achievement Plus Scholarship; or collectively as a Scholarship/the Scholarships).

The Attainment Plus, Merit Plus and Achievement Plus Scholarships aim to provide financial support to entrants with high levels of academic achievement who come from backgrounds of low residual household income (RHI) or from areas of low participation in HE. These awards are offered as part of our commitment to fair access in line with government direction.

A number of key criteria make certain courses and individuals ineligible for these awards.

The award of any of these Scholarships nullifies any *University of Hull Studentship* award which would otherwise have been made.

If you have any questions regarding these awards please contact the University's Access, Funding and Support Office by emailing [hefunding@hull.ac.uk](mailto:hefunding@hull.ac.uk).

### 1. Summary of Awards

<b>Award name</b>	<b>Value</b>	<b>Eligibility (additional criteria below)</b>
Attainment Scholarship	£1,200 in first year of study only	Entering with 112 UCAS Tariff points from three A Levels or equivalent (not including General Studies)
Attainment Plus Scholarship	£1,300 in first year of study only	Entering with 112 UCAS Tariff points from three A Levels or equivalent (not including General Studies) RHI of less than £42,875 or home postcode in POLAR4 quintile 1 or 2
Merit Scholarship	£2,000 in first year of study only	Entering with 120 UCAS Tariff points from three A Levels or equivalent (not including General Studies)
Merit Plus Scholarship	£2,100 in first year of study only	Entering with 120 UCAS Tariff points from three A Levels or equivalent (not including General Studies) RHI of less than £42,875 or home postcode in POLAR4 quintile 1 or 2

Achievement Scholarship	£2,000 in first year of study and £1,000 each in second and final years of study subject to successful progression with average mark of 60	Entering with 152 UCAS Tariff points from three A Levels or equivalent (not including General Studies) Must not have previous experience of HE
Achievement Plus Scholarship	£2,100 in first year of study and £1,000 each in second and final years of study subject to successful progression with average mark of 60	Entering with 152 UCAS Tariff points from three A Levels or equivalent (not including General Studies) RHI of less than £42,875 or home postcode in POLAR4 quintile 1 or 2 Must not have previous experience of HE

## 2. Eligibility for an Award

To receive a Scholarship students must have been assessed by the University as being required to pay tuition fees at the Home/EU student rate of £9,250.

The following groups of students are not eligible for a Scholarship:

- Part time students
- Students transferring in from another institution
- Students from Scotland, Wales, Northern Ireland, Channel Islands or the Isle of Man
- Postgraduate students
- International students (from outside the EU)

Students undertaking the following programmes are also not eligible for a Scholarship:

- A Foundation Year, or progressing from a Foundation Year to an undergraduate degree
- A Foundation Degree
- A Top-Up Degree
- Programmes where admission is not administered exclusively by the University of Hull
- Students entering courses funded by or supported through the NHS\*

\*Social Work students are eligible to receive a Scholarship while they are not in receipt of an NHS Bursary.

### Individual Scholarship Eligibility Criteria

UCAS Tariff points translate qualifications and grades into a numerical value. Many but not all Level 3 qualifications attract UCAS Tariff points. See [www.ucas.com](http://www.ucas.com) for more information.

Residual Household Income (RHI) is calculated by Student Finance England. For undergraduate 2019 entry Student Finance England will automatically use the tax year April 2017 to April 2018 for RHI assessments. If household income has dropped by at least 15% students, parents or partners can give an estimate of their RHI for the April 2019 to April 2020 tax year by completing a 'Current year income assessment form' (CYI form), available from Student Finance England. If a student or their sponsor does not give Student Finance England permission to share their household income with the University the student will not be considered for any of the scholarships where RHI forms part of eligibility criteria.

The participation of local areas (POLAR) classification groups areas across the UK based on the proportion of the young population that participates in higher education. POLAR classifies local areas

into five groups, or quintiles, based on the proportion of 18 or 19 year olds who enter higher education. Quintile 1 shows the lowest rate of participation while quintile five shows the highest rate of participation. POLAR4 is the most recent version of this classification. A postcode checker is available at [www.officeforstudents.org.uk](http://www.officeforstudents.org.uk)

Previous HE includes all previous university study (whether complete or incomplete), including any level 4, 5 or 6 course; Foundation Years and Foundation Degrees.

An average mark of 60 across all 60 credits of the University Certificate in Health and Social Care Practice will be regarded as equivalent to 112 UCAS Tariff points by the University for the purposes of Scholarship eligibility, while an average mark of 65 across all 60 credits will be regarded as equivalent to 120 UCAS Tariff points.

### 3. Applications

Scholarships will be automatically awarded and do not require an application or selection process if evidence of qualifications is in place, and where applicable, RHI.

Consideration for the Scholarships is automatically completed at the beginning of the academic year for those who have met or exceeded the eligibility criteria. Successful students will be notified as they are identified.

### 4. Payment of Awards

Students may choose to receive their Scholarship in cash, as an accommodation discount (for University owned or managed accommodation only) or as a tuition fee waiver.

Students electing to receive cash payments will receive two equal instalments on the following dates:<sup>1</sup>

31 October 2019

27 February 2020

In order to receive cash payments students must provide bank details via the MyHull portal when prompted.

Where a Scholarship is awarded after an instalment date has passed this instalment will be paid within ten working days of the date the award was made.

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 student's request.

Please note a Scholarship award may be considered as income received for the purposes of any application to the University's Hardship Support Fund.

### 5. Duration and Continuation of Award

The following principles apply to all Scholarships:

- Students will not receive any Scholarship award for periods of study (e.g. repeated years) for which awards have already been made

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<sup>1</sup> These dates apply for students commencing their studies in September 2019. Students commencing their studies at other times of the year will be provided with equivalent dates.

- Student withdrawal from study ends all Scholarship awards from the date of formal withdrawal
- Students who have suspended their studies will remain eligible for the remainder of the award upon return to full time study, providing they continue to satisfy eligibility and progression criteria

Attainment, Attainment Plus, Merit and Merit Plus Scholarships are awarded for the first year of study only.

Achievement and Achievement Plus Scholarships are awarded for three years of study, providing successful progression to the next stage of study has been made with an average mark of 60 or above achieved in the previous year of study.<sup>2</sup> Additionally:

- Scholarships are 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 renders students ineligible for further payments
- Achievement and Achievement Plus Scholarships are payable for a maximum of three years, including where a student transfers to another eligible programme of study

Where an Achievement or Achievement Plus Scholarship is suspended following an average mark below 60 in the first year of study it may be reinstated for the final year of study, providing an average mark of 60 or above is achieved in the second year. In this case the student would receive £2,000 or £2,100 during their first year of study, then £1,000 during the final year.

Any student providing the University with false 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.

## 6. Appeals

Any student who believes (s)he has been unfairly excluded from an award (or part of it) has the right to appeal. Appeals must be made during the relevant academic year. Awards cannot be backdated to previous years of study. For information on appealing see Appendix 1.

## 7. Responsibilities

The University's Pro-Vice Chancellor (Research and Enterprise) has overall responsibility within the University for the implementation of this policy.

Management of the various elements of the awarded Scholarships resides with appropriate departments across the University.

## 8. Scope of this Policy

This document refers explicitly to arrangements for Scholarships awarded to those entering the University in 2019/20.

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<sup>2</sup> Marks of 59.45 are rounded up to 60.

## Appendix 1: Appeals Procedure Relating to Scholarships, Studentships and Bursaries

If you believe you are entitled to a financial award you have not received you may have the right to appeal.

You cannot appeal to the Access, Funding and Support Office regarding academic procedures, for example if you are unhappy with the mark you have received in an assessment or module.

### Before you appeal

Before appealing you must:

1. Check you fulfil the eligibility criteria for the award.
2. Email [hefunding@hull.ac.uk](mailto:hefunding@hull.ac.uk) to address any initial queries.

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

You can appeal when you think you meet all of the eligibility criteria and have provided evidence where appropriate.

### When you can't appeal

You can't appeal when:

- You don't meet the eligibility criteria
- You have been asked to provide evidence that you meet the eligibility criteria and have not done so
- You have already appealed and received a decision, and your circumstances haven't changed

### Who can appeal?

Appeals must be made by the University of Hull-registered student. Someone else cannot appeal on your behalf.

### Deadline for appeals

Appeals must 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 Office Co-ordinator. Appeals must include your name, contact details, student number and course. You should state in your appeal why you believe that you are eligible for the award in question.

You can email your appeal to [access@hull.ac.uk](mailto:access@hull.ac.uk) or post it to:

Access, Funding and Support Co-ordinator  
Access, Funding and Support Office  
The University of Hull  
Hull  
HU6 7RX

### What happens next?

Your eligibility for the award will be checked and your appeal will be considered 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:

- You are not eligible for the award and the reason for this will be communicated to you
- If there is missing information or evidence which is required in order to assess your eligibility you will be asked to ensure that the required information is supplied
- You may be eligible for the award and will be notified of how it will be paid
- You may be directed to other sources of support

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

### Withdrawing your appeal

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