

UK Undergraduate Student Parent Bursary

Terms and Conditions

June 2024

1. The Student Parent Bursary Scheme is provided by the University to assist:
 - Full-time UK undergraduate students who:
 - have dependent children under 18 living with them on a full-time basis and;
 - have a household income of £35,000 or less.
2. Postgraduate and overseas students are not eligible to apply for the Student Parent Bursary.
3. UK undergraduate students are not eligible to apply for the Student Parent Bursary during a placement year.
4. It is your responsibility to provide **honest and accurate information**. If your application is found to be fraudulent or deliberately incomplete, it may be referred to the [University disciplinary procedure](#)
5. We aim to provide you with an outcome within 15 working days if you submit a fully completed application with all supporting documentation. Delays may occur if your application is incomplete and additional information is needed.
6. To assess your eligibility you must upload the required finance entitlement notification and birth certificates for all of the dependent children under 18 listed on your application form.
7. To be eligible for support you must meet the conditions outlined in bullet-point 1 and must:
 - have applied to the relevant assessment authority (e.g. Student Finance England or equivalent) for income assessed student finance and;
 - be in receipt of income assessed student finance for the 2024/25 academic year.

Queries about the level of your household income must be raised with the relevant assessment authority, not the Student Financial Support Team. Under no circumstances can the Student Financial Support Team undertake household income assessments.
8. NHS funded students can apply for the bursary by submitting a copy of their 2024/25 NHS entitlement notification with their application form.
9. The bursary amounts are:
 - £1,000 per year for students with a household income of £25,000 or less.
 - £500 per year for students with a household income between £25,001 and £35,000.
 - No bursary is provided for household incomes above £35,000.

Get in touch: student.fin-supp@ncl.ac.uk

Monday – Friday 9am to 5pm

10. The bursary will usually be paid in two instalments during Terms 1 and 2. Applications submitted after February will usually receive the bursary in one single payment if eligible.
11. Bursary payments are made via BACS transfer and will only be paid to a bank account held by you. You must upload your bank account details to the Student Portal before submitting an application.
12. Only one bursary per household per year is available. The value or number of bursaries payable is not determined by the number of children you have.
13. If both you and your spouse or partner are eligible students, only one of you can apply for and receive the bursary.
14. If you withdraw or suspend your studies, future bursary instalments will be cancelled. Already processed payments will not usually need to be repaid.
15. If you attend your full-time course on a part-time basis you will receive a pro-rated bursary based on your tuition fee liability.
16. You can only apply for a Student Parent Bursary once in any academic year. Repeat applications within the same academic year cannot be considered.
17. For subsequent academic years, a new application form and supporting documentation will be required.
18. You can only receive the bursary for one additional year if you transfer course or need to repeat a year of study.
19. The decision of the Student Financial Support Team regarding the bursary is final and appeals will not be considered.
20. Your data will be processed in line with the GDPR and the Student Health and Wellbeing Privacy Notice which can be found at [Our Policies and Procedures | Newcastle University | Newcastle University \(ncl.ac.uk\)](#) Identifiable data will not usually be shared with third parties (separate legal entities to the University) without your explicit consent, except when the University is required to by law. On rare occasions, where it is suspected there is involvement in criminal activities such as money laundering, fraud or funding of terrorism we will report this to the police. Data will be stored in accordance with the University's Records Management Policy. The University is required to appoint an auditor who has a right of access at all reasonable times to the books, records, accounts and vouchers of the University; this is part of the University Statutes, which are passed by Privy Council and have the force of law. Any expenditure by the University including hardship loans and awards must be recorded and retained for audit purposes. We will be unable to erase your data until the retention period (6 years + current year) has ended.

Get in touch: student.fin-supp@ncl.ac.uk
Monday – Friday 9am to 5pm