



Money Matters

***A guide to the financial support available to
new Undergraduate students at Lancaster
University in 2012***

Five reasons to study for a degree:

- ***Graduates are 50% less likely to be unemployed than non-graduates.***
- ***Graduate earn, on average, significantly more than non-graduates. Young graduates aged 21-30 for example, can expect to earn £6,500 more each year than non-graduates in the same age bracket. That is £260,000 over 40 years.***
- ***Whatever your dream job, your chances will be improved if you have a degree or diploma from a university or college.***
- ***If you want to work in some professions (such as law or medicine) you will have to have a relevant degree.***
- ***Your confidence and independence will grow and you will enjoy a great social life!***

Source: Aim Higher

Leaflet available from: www.lancs.ac.uk/sbs/download/leaflets/

Introduction

This leaflet has been produced by the Student Funding Service, A-Floor, University House and is intended to help you to understand student financial support processes that take place before and after arrival at University. It will give you an understanding of the help available.

Part 1 explains the Government help available towards the two main costs of study, tuition fees and living (maintenance) costs. The funding assessment process is completed by the relevant award authority. (e.g. Student Loan Company) and determines the level of Government help available for full or part-time study. This includes tuition fee loans and loans/grants towards living costs, plus other grants to support students with a child/adult dependant(s) or a disability.

Part 2 explains the financial awards which may be available from the University for new undergraduate students. These include bursaries (income based awards) and scholarships (academic merit based awards) for UK students entering in 2012. There is also information on various other University financial awards.

Part 3 explains which students are entitled to state benefits and gives information on banking / council tax.

Part 4 aims to help you manage your money by allowing you to plan your expected income and expenditure so you can budget before and during University.

Part 5 provides sources of further help and more detailed information.

Part 1 - Applying for financial assistance

1.1 Financial Support for Full-time UK Undergraduate Students

Students should apply to the relevant assessment authority below to determine eligibility for Government financial support towards tuition fees and living costs.

UK - www.direct.gov.uk/studentfinance

Scotland - www.saas.gov.uk/

Wales - www.studentfinancewales.co.uk

Northern Ireland - www.studentfinancenir.co.uk

European Union - www.direct.gov.uk/studentfinance

When to apply – The student funding application process has recently been aligned with the UCAS application cycle to allow personal details to be pulled from the UCAS system to save time and effort applying for Government funding. Students can usually apply for funding around October prior to the year of entry. If applying later, such as the same year as entry, applications should be made before the deadline to ensure help arrives by the start of term, see the page below for the current deadline dates. www.direct.gov.uk/en/EducationAndLearning/UniversityAndHigherEducation/StudentFinance/Gettingstarted/DG_171577

Step 1 – Apply to relevant assessment authority	Step 2 - Complete the on-line process (or application form.)	Step 3 - Receive completed notification
You can apply for support online from the above websites. Or download a paper form and apply by post.	Choose whether to be financially assessed and submit information on-line (or return forms) to the assessment authority. They will complete an assessment and decide what level of Government help you are entitled to.	Your assessment body will issue a financial support notice telling you what your support entitlement is. The Student Loan Company (SLC) will pay awards based on this. Loans / grants are usually paid within 3-4 days of notification from the University that you have enrolled.

Non-UK European Union Residence

Students who are nationals of a European Union country can apply for a fee loan, but cannot receive maintenance support (living cost loans/grants) unless they meet UK residency requirements. If an application is made through the University Central Admissions Service (UCAS), a fee loan application form should be sent to you when a place on a course is offered. Students not applying through UCAS can download an application form from: www.direct.gov.uk/studentfinance

What will it cost to study at University?

The information below gives the cost, and Government help towards tuition fees and living expenses.

Tuition Fees – Costs and help available for new UK/EU students

In 2012 tuition fees for **NEW** UK/EU students on all Lancaster University full-time undergraduate courses will be £9,000. Undergraduate students do not have to pay any tuition fees up-front while they are studying. Instead both UK and EU students will be able to defer payment of their tuition fees by taking out a student tuition fee loan. The fee loan is available to all eligible students regardless of household income. If a student chooses to borrow less than the full amount charged they are responsible to the University for paying the difference between the amount borrowed and the tuition fee charged, half at Registration and half the following January.

The relevant assessment authority will confirm eligibility for the tuition fee loan. The amount borrowed is paid directly to the University by the Student Loan Company (SLC). Tuition fee loans and living cost loans (for UK students) are currently repayable beginning in the April following graduation. They attract annual interest from the date received at a rate set annually by Parliament see:

www.slc.co.uk/statistics/facts%20and%20%20figures/index.html

Loan repayment starts when students are earning above the income threshold for their settlement country. The loan is repayable at a rate of 9% of any income above the relevant threshold. E.g. The UK income threshold is £21,000 for a 2012 starter, so a student earning £25,000 would repay 9% of £4,000 = £360 per year = £30 per month. For other country thresholds see:

www.studentloanrepayment.co.uk/portal/page?_pageid=93,3867143&_dad=portal&_schema=PORTAL

Living Costs – What will it cost to live and what help is available for UK nationals?

Living Costs - For a budget see Part 4 or www.lancs.ac.uk/sbs/funding/costsandbudgeting.htm

Government help available for single UK students - The exact amount of loan and grants is dependant on means testing and determination of income by the relevant assessment authority.

The Government provides a student funding calculator at:

www.direct.gov.uk/studentfinancecalculator and a **grant calculator at:** <http://studentfinance-yourfuture.direct.gov.uk/grants> .

Student Living Cost Loan - The maximum loan for new students in 2012 (living away from their parental home and outside London) will be £5,500 at a household income of £42,875. Please see the summary on the next page. If you have to study abroad as part of your course the student loan for the year spent abroad is higher and additional means-tested travel grants may also be available.

Higher Education Maintenance Grant (HEMG) – This grant (non-repayable) is dependant on household residual income as assessed by the relevant assessment authority. For 2012/13 it is payable to students where household income is between £0 and £42,600. A maximum of £3,250 HEMG is available where income is below £25,000 and minimum of £50 at £42,600. (If you are a lone parent it will be called a 'Special Support Grant' and not count as income for benefit purposes.)

Additional Grants (non-repayable) for students with a dependants or a disability

Please see the **Forms and Guides 2012/13** in:

www.direct.gov.uk/en/EducationAndLearning/UniversityAndHigherEducation/StudentFinance/index.htm
when available.

This is the Forms and Guides 2011/12 link:

www.direct.gov.uk/en/EducationAndLearning/UniversityAndHigherEducation/StudentFinance/DG_194466

Childcare Grant (CCG) – For full-time students with dependant children in registered or approved childcare. It is based on your actual childcare costs and will depend on your income and that of your dependants. A maximum amount of £148.75 a week (85% of costs up to £175 per week) for one child and up to £255 a week (85% of costs up to £300 a week) for two or more children will be payable.

Parents Learning Allowance (PLA) – For full-time students with children who receive the Childcare Grant or whose dependants' income (including that of your husband, wife or partner) is below the relevant threshold. A maximum of £1,508 and minimum of £50 will be payable.

Adult Dependant's Grant (ADG) – For students who have a husband, wife, or partner or another adult member of your family that is financially dependant. The amount depends on student income and that of any adult dependant. A maximum of £2,642 will be payable.

Child Tax Credit (CTC) – For students with children, assessed and is payable by the Inland Revenue. To qualify you must be aged 16 and responsible for a child aged under 16 or a child aged 16, 17, 18 who is in full-time education. You can also check eligibility and apply on-line at:
www.hmrc.gov.uk/Taxcredits/.

Disabled Students Allowance (DSA) – A non-means-tested grant (non-repayable) for undergraduate and postgraduate students studying either a full-time or part-time (25% FTE) course, who have extra costs as a result of their disability. Students can apply at any time before or during their course. The guide "Disabled Students' Allowances" is available from the Forms and Guides 2012/13 link of Direct Gov provides more detailed information (link above). Alternatively, please see the disabilities website www.lancs.ac.uk/sbs/disabilities/ or telephone the Disabilities Service Advisor on 01524 592111.

Allowances for **full-time** students (2012/13) -
Non-medical helper maximum £20,520
Major items of specialist equipment £5,161
Other disability related expenditure £1,724

Allowances for **part-time** students (2012/13) -
Non-medical helper maximum £15,390
Major items of specialist equipment £5,161
Other disability related expenditure £1,293

Other grants for specific subjects

General Social Care Council (GSCC) Bursary – The GSCC provide UK undergraduate students with a non-means tested bursary for selected courses in Social Work. For information see:
www.nhsbsa.nhs.uk/Students.aspx

Government / University help for tuition fees and living costs

The University bursary rate and threshold is for 2012 entry. The Government support for fees / living costs is for 2012 entry. Household residual income is gross income minus allowances below (for single dependant students, different allowance levels apply to independent students).

- £1,130 for each financially dependant child (2011/12 rate)
- Pension schemes and superannuation payments eligible for tax relief
- £1,130 if the parent is also a student (2011/12 rate)

Key to 'Type of help' below (R) = repayable (NR) = Not repayable

	From	Parental	Government			University		
	Towards	Living Costs	Fees	Living Costs		Either		
	Type of help	Parental Assessed Contribution (NR)	Tuition Fee Loan (R)	HEMG (NR)	Student Loan for living costs (R)	<u>LU Bursary</u> (NR)	Sub-Total Income for living costs <i>(excluding potential scholarship for UK students)</i>	Total <i>(including potential scholarship for UK students)</i> Annual Income
	For		<i>UK and EU students</i>	<i>UK students only</i>	<i>UK students only</i>	<i>UK students only</i>		
Assessed household residual income*	£25,000	0	£9,000	£3,250	£3,875	£1,000	£8,125	£9,125
	£30,000	0	£9,000	£2,341	£4,330	0	£6,671	£7,671
	£34,000	0	£9,000	£1,614	£4,693	0	£6,307	£7,307
	£40,000	0	£9,000	£523	£5,239	0	£5,762	£6,762
	£42,600	0	£9,000	£50 min	£5,475	0	£5,475	£6,475
	£42,875	0	£9,000	0	£5,500 max	0	£5,500	£6,500
	£45,000	0	£9,000	0	£5,288	0	£5,288	£6,288
	£50,000	£500	£9,000	0	£4,788	0	£5,288	£6,288
	£55,000	£1,000	£9,000	0	£4,288	0	£5,288	£6,288
	£60,000	£1,500	£9,000	0	£3,788	0	£5,288	£6,288
	£62,125	£1,713	£9,000	0	£3,575 min	0	£5,288	£6,288

The Government tuition fee loan and living cost loan added together represent the annual borrowing/debt. E.g. At £25,000 household income = £12,875 per year or £38,625+ in loans over 3 years. Repayment starts in April following graduation at 9% of income over the UK threshold of £21,000. A student starting on £25,000 would pay 9% x £4,000 = £360 per year or £30 per month.

1.2. Financial support for part-time Undergraduate students – UK nationals

Government help for part-time UG students

Students wishing to study part-time should apply for Government support through the relevant assessment authority, in the same way as full-time students.

Tuition fee loan – up to £6,750 per annum for part-time students whose courses are at least 25% of a full-time course each year (e.g. four years instead of one year full-time).

Government help for part-time UG students with a disability

Part-time students with disabilities, who are studying at least 25% of a full-time course, will continue to be eligible for help with a Disabled Students Allowance. Details of the allowances are given below (2012/13 rates).

Non-medical helper maximum £15,390
Major items of specialist equipment £5,161
Other disability related expenditure £1,293

For more details please see your assessment authority website.

Lancaster University help for part-time UG students

Access to Learning Funds (ALF)

Those who meet the criteria may apply for additional help for fees or living costs from the Access to Learning Fund. (See 2.3)

For details please see: www.lancs.ac.uk/sbs/funding/ptfunding.htm

Part 2 - University Scholarships and Bursaries 2012

2.1 Lancaster University's priority is to support every student to make the most of their life and education. 400 students each year will be entitled to bursaries or scholarships to help them with the cost of fees and/or living expenses.

Scholarships recognising academic talent

As a university nationally and internationally recognised for excellence in teaching, scholarship and research, we attract high calibre, academically gifted students.

The Lancaster Scholarship package is designed to reward the hard work and natural ability of full-time UK students applying to study with us regardless of their household income. Students achieving A*, A, A in their A-level examinations (or equivalent academic qualifications) will receive a £1,000 per year Lancaster Scholarship during their undergraduate studies.

Continuation of the Lancaster Scholarship is subject to satisfactory academic progression.

Bursaries for life, living and learning

Our combined £5,000 bursary package will help students from England whose household incomes are less than £25,000 per year with fees and living costs.

The package of support consists of:

The National Scholarship Programme

- £1,000 cash bursary in the 1st year of study
- £1,000 on campus accommodation discount in the 1st year of study
- £1,000 tuition fee waiver in the 1st year of study

A Lancaster Bursary

- £1,000 cash bursary in the 2nd year of study
- £1,000 cash bursary in the 3rd year of study
- (£1,000 cash bursary in the 4th year of study if applicable)

Students from England eligible for our £5,000 bursary package above will also be awarded a £3,000 Lancaster Scholarship if they achieve A*, A, A in their A-level examinations (or equivalent academic qualifications) and continue to make satisfactory academic progression. This totals £8,000 of support for students during their studies.

Please see: www.lancs.ac.uk/ugfinance/scholarships-and-bursaries/

2.2 Other University Awards

As well as the above awards there is a range of other awards available from the University, its colleges, trust funds and Government funds. Some of these awards are listed below:

Postgraduate Access Award

£500 to help UK PG students with the costs of undertaking a PG course

Peel Studentship

£500-£2,500 to help UG/PG students over 21 years of age access education

Duchy of Lancaster Bursary

£3,000 over 3 years to help three UK undergraduate students from the North West region with the cost of study.

College Award

A few smaller awards to help students overcome financial difficulties.

Full information on awards is available via the searchable online database, see:- www.lancs.ac.uk/funding

2.3 Access to Learning Funds - for UK students in financial hardship/difficulty

These are Government funds, distributed by Universities to help UK students who need extra financial support. This assistance is administered through the Student Funding Service, c/o The Base, University House. To apply to the fund you need to have taken out the maximum student loan to which you are entitled.

The fund can be used to assist students where there is a shortfall between income and expenditure or they have a sudden financial emergency (for example emergency dental treatment). Awards from the fund are often used towards course-related costs such as childcare, books/equipment, travel or for

general living costs, such as rent. If you qualify for a payment from the fund it is given as a non-repayable grant.

The level of funds and assessment criteria are determined by annual Government guidance and may be subject to change. Full details and an application form see: www.lancs.ac.uk/sbs/funding/alf.htm

Part 3 – State Benefits, Banking and Council Tax

3.1 State Benefits

An important aspect of entering or returning to higher education for some students is how it affects entitlement to means-tested benefits, such as Income Support, JSA, Housing Benefit and Council Tax Benefit. Students are not usually eligible for means-tested benefits unless they fall into a 'vulnerable group'. These are predominantly single parents and disabled students. You can fall into an eligible group but not be entitled to such benefits because you do not meet the conditions for the particular benefit (e.g. student income is too high). Not all student income is taken into account when calculating benefit entitlement. In 2012 the following funding was not counted as income for benefit assessment purposes – HEM Grant, Childcare Grant, PLA, DSA. For further information on which awards count as income see the annual funding booklet. Specialist advice may also be available from the Lancaster Welfare Rights Office on 01524 37200, or the National Benefit Helpline 0800 88 22 00. Student income that is counted for benefit purposes it is usually taken over 43 weeks. You should therefore re-apply for assessment over the summer as benefits can be subject to change.

3.2 Banking

Most UK students will be offered a 'student' bank account and facilities such as interest free overdrafts. Try to look beyond initial offers and incentives and consider factors such as the amount and conditions of overdrafts and bank charges. Information on the best bank accounts is usually available from: www.moneysavingexpert.com/banking/Student-bank-account

If refused student account facilities due to a poor credit rating or banking history students should seek information on why from the bank and help from the CAB, or Student Union. Further information on help with debt is available at: www.lancs.ac.uk/sbs/funding/debt.htm

3.3 Council Tax

This is a property tax based on the value of the dwelling including the number and nature of its occupants. Most full-time students do not have to pay Council Tax and will be exempt if:

- living in University owned Halls of Residence
- living in a house occupied by full-time students⁽¹⁾
- living in a house with non-students⁽¹⁾
- living in a house with a resident landlord
- an international student (Non-EEA), living with non-student dependants (spouse, children) providing that there are no other non-student adults in the property and the dependant is prohibited by the Home Office from taking employment or having recourse to public funds
- in receipt of means-tested benefits

From April 1st 2004 students have been exempted from joint and several liability for council tax when sharing a property with other non-students.

(1) If you live off campus and wish to apply for an exemption certificate for Council Tax purposes please contact **The Base**, A-Floor, University House.

Part 4 – Money Management

The Student Funding Service produces a number of advice leaflets and online budget planners can help. You should look at when your income and expenditure will be paid to avoid cash flow difficulties. You may have some costs during term time only (30 weeks) while other expenses, such as accommodation, may also cover Easter and Christmas vacations (40 weeks). Below is an example of a single student's 2012/13 annual budget (where household income below £25,000)

INCOME	£	2012 e.g.
Student Loan		£3,875
Higher Education Maintenance Grant (HEMG)		£3,250
Parents Learning Allowance		Nil
Child Tax Credit		Nil
Childcare Grant		Nil
Adult Dependents Grant		Nil
Part-time work		£0
LU Bursary		£1,000
LU Scholarship		Nil
Overdraft per annum (assuming £1,500 total)		£500
TOTAL		£8,625

EXPENDITURE	£	2012 e.g.
Rent		£100 x 40 wks =£4,000
Food		£40 x 30wks =£1,200
Travel		£10 x 30 wks =£300
Books/Photocopying		10 x 30wks =£300
Clothing		£10 x 30 wks =£300
Insurance		£4x40 wks =£160
TV Licence		£4.85 x 30wks =£145.50
Laundry		£5 x 30wks =£150
Social Spending		£30 x 30wks =£900
Other (presents, newspapers, etc)		£10 x 30wks =£300
Tuition Fees (if you choose not to defer payment of tuition fees via full fee loan.)		
TOTAL		£7,755.50

In this example income exceeds expenditure by £669.50. This extra could be retained as a contingency against unexpected costs or alternatively less could be borrowed as a tuition fee or living cost loan to reduce the overall debt repayable at the end of your course.

There are some general tips below to help you:-

- **Prioritise** – it can be wise to set money aside or pay for essentials first (e.g. accommodation)
- **Travel** - a Young Person's Railcard; National Express Pass or a termly bus pass saves money
- **Learn to cook** – This will save money, bring supplies with you or use low cost supermarkets
- **Employment** - The Careers Centre (CEEC), LUSU Job Shop, local Job Centre and local agencies can help with part-time work options. Be careful to balance this against your academic workload.
- **Bank Information** – it is important to check online and paper statements regularly and keep an eye on your balance and any potential charges
- **Debt** - keep debt under control and try not to use store and credit cards

For other top tips see: www.lancs.ac.uk/sbs/funding/moneymatters.html

Part 5 – Further help

You can get copies of the annual Government student funding guide from:

www.direct.gov.uk/studentfinance, it is usually available from October in the year prior to entry.

There is a helpline for students, parents and members of the public living in England. They can deal with **detailed questions** about student finance and eligibility and can explain the information in their booklets. You can phone the helpline on **0845 300 50 90** between 10.00 am and 4.00 pm from Monday to Friday.

The Student Loans Company Customer Support Office can advise on:

- What financial help is available
- the application process and timetable
- questions about the on-line services
- progress in assessing your application and paying your loan.

Remember the Government provides a student funding calculator which will help you establish the support you may receive, see: www.direct.gov.uk/studentfinancecalculator

If you have a question about Government funding please see the relevant contacts below:

If you live in England: Student Finance England Tel: 0845 300 50 90 www.direct.gov.uk/studentfinance	If you live in Northern Ireland: Student Finance Northern Ireland Tel: 0845 600 0662 www.studentfinancenir.co.uk/
If you live in Wales: Student Finance Wales Tel: 0845 602 8845 www.studentfinancewales.co.uk	If you live in Scotland contact: Student Awards Agency for Scotland (SAAS) Tel: 0845 111 1711 www.saas.gov.uk/contact.htm
Non UK, EU students: Student Finance Services European Team (+44) (0) 141 243 3570 EU_Team@slc.co.uk	

If you have a question about Lancaster University financial awards / funding please see the Student Funding Service website www.lancs.ac.uk/sbs/funding/ or telephone the student funding helpline on 01524 594848.

Other publications

Disabled Students' Allowances

You can get a DfES guide 'Bridging the Gap' from the information line on 0800 731 9133 or online at:

www.direct.gov.uk/en/DisabledPeople/EducationAndTraining/HigherEducation/DG_10035904

or

www.direct.gov.uk/en/DisabledPeople/EducationAndTraining/HigherEducation/DG_10034898

All figures correct 1st August 2011

Student Funding Service, Colleges and Student Life, Student Based Services, The Base, University House, Lancaster University, Bailrigg, Lancaster, LA1 4YW
Email: studentfunding@lancaster.ac.uk or telephone 01524 594848

This leaflet can be made available in alternative formats.