



University Award Regulations – Bursaries, Scholarships and Subject Awards

These regulations apply to all full time Undergraduate students who meet the relevant award criteria. Students entering in 2009 or later must be undertaking a first degree to qualify for any University award, where they meet all other award criteria.

Students undertaking degrees who already hold equivalent or lower qualifications (ELQ's) will only qualify for these awards where they receive Government funding for such courses.

We reserve the right not to pay any award at our discretion.

1 Definition of awards

The following awards form the component parts of the overall package of financial support available from Lancaster University to undergraduate students admitted onto full-time degree schemes who are liable for the new higher fees applying from 2006 entry onwards. The award amounts will be set annually by the University and published in the relevant undergraduate prospectus and other on-line publications. The value of the award at the point of entry will remain throughout the period of study.

1.1 LU Bursary

The LU Bursaries are annual cash awards made on the basis of household residual income.

1.2 LU Subject Award

The LU Subject Awards are annual cash awards made on the basis of the students' choice of degree subject. These awards only apply to eligible students who entered prior to 2008.

1.3 LU Scholarship

The LU Scholarships are annual cash awards made on the basis of the academic merit.

1.4 Awards

In these regulations any reference to Lancaster awards means any one or a combination of Bursary, Scholarship or Subject Award.

2 Eligibility for awards

2.1 LU Bursary

The LU Bursary Awards are available to UK students admitted to a full-time degree scheme whose annual household residual income (as assessed by the relevant Government award authority) falls within specified bands. For each academic year the University will specify income bands and the associated levels of award.

To receive a LU Bursary Award students are required to make an annual application for Government means tested financial support and consent to the Student Loan Company releasing household income assessment data to the University. Income data must be received by Lancaster University (via the SLC) prior to 1st June each year.

Financial assessments must have a “final” financial status. Assessment cannot be made on the basis of a “provisional” financial assessment. Where household income drops students may be able to apply for a re-assessment of household income by their assessment authority. In this case the University will undertake a re-assessment of LU Bursary, providing revised information is received by the University by the 1st June in the relevant year.

2.2 LU Subject Award

The LU Subject Award is available to all UK/EU students who were admitted to a single or joint honours full-time degree scheme offered by eligible departments in 2006 and 2007. Subject Awards are not available for any new student in 2008, except where a new student received a Subject Award offer in 2007 and deferred entry until 2008.

2.3 LU Scholarship

The LU Scholarship awards are potentially available to all UK students who apply for entry to a full-time degree scheme during the main UCAS admissions cycle who

- (a) achieve the specified Scholarship grades
- And*
- (b) make Lancaster their Firm choice of institution through UCAS.

The exam grades necessary for the award of a Scholarship usually exceed the grades required for course entry. All exam grades need to be achieved at the same time and at first exam sitting for the award of a Scholarship.

The University will inform students of the Scholarship grade conditions for their intended course at the point they receive their UCAS course entry conditions.

3 Duration/Continuation of awards

3.1 LU Bursary

All UK students registered on a full-time undergraduate degree scheme will be assessed on an annual basis for the award of a Bursary against the relevant criteria.

The appropriate award will be made provided that they are still registered as a student of the University on 15 February in the relevant academic year.

To receive any Bursary Award to which they are entitled students are required to make an annual application for Government means tested financial support to the relevant assessment authority. Students must consent to the University receiving this income data from the SLC by the 1st June in the relevant year.

3.2 LU Subject Award

Undergraduate students in receipt of a Subject Award on admission to the University will continue to receive the award on an annual basis through the duration of their studies provided that they are still registered on a full-time degree scheme carrying a Subject Award on 15 February in the relevant academic year.

Subject Award students will continue to receive a Subject Award even if the degree ceases to be eligible for a Subject Award for subsequent entry cohorts.

Students not in receipt of a Subject Award on entry to the University who subsequently change their degree registration to a Subject Award eligible degree scheme will not receive a Subject Award.

3.3 LU Scholarship

Undergraduate students who meet the entry criteria set for the award of a Scholarship on admission to the University will receive the award in each year of their studies.

Provided that:

(a) they are still registered on the full-time undergraduate degree scheme for which the Scholarship was bestowed at 15 February in the relevant academic year;

And

(b) that if they are commencing the second-year of their degree scheme they have passed all modules at first attempt **and** obtained an overall weighted average from all Part 1 modules as below

Average mark 55%

And

(c) that if they are commencing the third (or subsequent) year of their degree scheme they have passed all modules at the first attempt **and** obtained an overall weighted average from all the Part II modules as below

Average mark 58%

Scholarship students will continue to receive a Scholarship even if the degree ceases to be eligible for a Scholarship for subsequent entry cohorts.

Failure to receive a Scholarship in the second year because of academic progression does not prevent the Scholarship being reinstated for the third year.

Undergraduate students who transfer onto a scheme of study attracting a Scholarship who were already in receipt of either a Subject Award or Scholarship will be eligible to receive a Scholarship provided that they meet the academic criteria set for students admitted to that scheme in their year of entry.

4 Intercalation

4.1 Students who intercalate (suspend study) are not eligible for the payment of any award for the period if they intercalate before payment is made in February each year. Students who intercalate may however be eligible for discretionary financial support through the Access to Learning Fund.

4.2 Students who intercalate after the February payment will not be required to reimburse any award monies to the University.

4.3 In the event of a back dated intercalation that overlaps the February payment period, students will only be eligible to receive an award in respect of one scheme of study year.

5 Withdrawals

5.1 Students who withdraw or are excluded from University before the 15 February in the relevant academic year will not be eligible for a partial payment of the award(s).

5.2 Students who withdraw or are excluded after the 15 February in the relevant year will not be liable to reimburse any awards monies to the University.

5.3 Payments will be withheld from a student who on 15 February has been recommended for exclusion from the University and is awaiting a hearing. The payment will only be released if the student is permitted to continue.

6 Confirmation and Payment of Awards

6.1 Students will receive an email confirming their award entitlement following registration.

6.2 Students will be required to nominate a UK bank account online, see: www.lancs.ac.uk/sbs/funding/account.htm

The bank information will be securely recorded on the University records system and used for payment of all financial awards. Students will be responsible for ensuring that the account is capable of accepting payment by Bank Automated Credit System (BACS) and for advising the University of any change in the account.

6.3 Payments will be made to the above nominated bank account by Bank Automated Credit System (BACS).

6.4 Bursary Awards – payment of this award will be made in February.

6.5 Scholarship Awards - payment of this award will be made in February.

6.6 The University reserves the right to use the monies from any or all of the awards listed to settle any or all overdue debts which may be outstanding to the University.

7 Appeals

There is no appeal against the qualificatory conditions for an award and there is no appeal against academic judgement in relation to marks. Where, however, a student considers that his/her performance has been affected by extenuating circumstances an appeal will be permitted. The student must produce the documentation to support the appeal and it will be considered as a written appeal by the Student Funding Manager, c/o The Base, A13, University House. (next to reception)

8. Further information

For additional guidance on the above financial awards, see: www.lancs.ac.uk/sbs/funding/uniawardfaqs.htm