



COLLEGE BURSARY

Policy Statement

The College welcomes students from various racial, social, denominational and economic backgrounds. We are proud of the diverse nature of our community, and aim to ensure that everyone who feels the call of God on their life is able to access our Higher Education programmes.

We recognise that there is a significant cost associated with studying in Higher Education and, while many students are eligible for support through the Student Loan Company, at times this loan is insufficient to cover all expenses, while other students are unable to obtain a loan and are self-funded. In recognition of this, we would like to make students aware of the Bursary Fund, which is open to applications from all College students.

The Fund

A small fund is set aside for those students who experience financial difficulties over the course of their studies with us. The funds are donated by College alumni and AoG churches, which enable us to provide extra financial support in the form of a bursary to those students who are in need of it. A bursary is money that may typically be used to pay for things such as books, accommodation, equipment or transport. Bursaries are available for sums between £100 and £500, and may be given in instalments over the course of the academic year.

Criteria for Application

The bursary is open to all students to apply, but there are criteria related to the individual and their financial circumstances which all applications will be considered against, which are detailed below.

All applications will be treated fairly and equally in all aspects irrespective of the applicant's race, colour, ethnic or national origin, gender, marital status, disability, health status, sexuality, age, etc.

Personal Criteria

For an application to be considered, the student must:

- Be enrolled as a student;
- Have demonstrated a clear commitment to meet all financial obligations (including, but not limited to, tuition and non-academic fees) at the time of the application;
- Be a committed member of the student body, defined as attending all lectures, main events, Leadership Formation Groups and church placements, as well as submitting all assignments on time (unless there are documented reasons for missing any of these).

Financial Criteria

We do not expect students to provide us with financial/banking statements, but in order to assess an application the college may request to be given some financial details. These may include:

- Financial support the student is already receiving (including student loans, personal support, savings from working etc.);
- Areas in which the student requires financial support;
- The projected shortfall in income v expenditure.

Applications

Students may apply to the bursary fund at any time. Applications should be made by letter, attached to an email sent to the College. This letter should make reference to the criteria above, stating how the student has fulfilled the personal criteria and their financial reasons for the application.

The application will be considered at the next Board of Governors Meeting. The student can expect to hear a response within one week of this meeting. The response will either be:

- Accepted – the application has been successful. You will be sent written confirmation of your award showing the amount you have been allocated and how your payment will be made.
- Rejected – the application has been deemed unsuccessful against the criteria listed above.
- More information – the applicant will be asked to provide more information (and, at the discretion of the panel, evidence) in support of their application.

Other Considerations

- Funding is not guaranteed to any applicant; if an application is unsuccessful, the student will be responsible for ensuring they have adequate funding for their course.
- Payments made are the responsibility of the student; as such, they will not be repaid if for any reason the payment is lost, stolen, forgotten, destroyed or misused.
- If the student withdraws from the course, the College reserves the right to request repayment of any bursary money given throughout the student's period of study.
- All applicants have the right of appeal. If the student believes the application has not been assessed correctly or the bursary was stopped or withdrawn for reason other than poor attendance, then there is the right to appeal. Appeals must be made in writing to the College within 10 working days of being notified of the decision, stating clearly the reasons for appeal and giving any additional details to be taken into consideration. An initial acknowledgement to any letter of appeal will be made within 10 working days, with the outcome given within a reasonable timeframe.