



## **Bursary Scheme for Students wishing to apply for courses offering the award of credit in 2010-2011**

### **Why do we have a Bursary Scheme?**

StACCS is a Local Centre for the University of Cambridge's Institute of Continuing Education. Following the withdrawal by the government of public subsidy for adult continuing education, the level of fees for courses taught by the Institute have had to rise to levels which many of our students are likely to find prohibitive. StACCS has no control over the level of fees charged by the Institute, although we continue to represent strongly the views and opinions of our students in our discussions. The Institute is unable to offer any concessionary rates or flexible means of payment, and for courses beginning from September 2010 payment must be made by each student directly to Cambridge.

In the past StACCS was able to offer students with difficulty in paying for courses a range of flexible payment methods. However, under the new system we are unable to help in this way. As an educational charity we have explored ways in which we can continue to offer some support for students who would like to study with us on courses offered by the Institute. The Bursary Scheme is the outcome of our efforts to date, but we continue to consider further options.

### **What does the Bursary Scheme offer students?**

Qualifying students can apply for a bursary which will typically fund up to a third of the course fee. In 2010-2011 the fee for a ten credit course with the Institute is £150, so a typical bursary award could be £50. The bursary is paid by StACCS to the student who must pay the full fee directly to the Institute in Cambridge. Normally the bursary will be paid to the student when evidence is produced that the student has paid the full fee to the Institute, but in exceptional circumstances the bursary may be paid in advance, at the discretion of the Director of StACCS, if a student simply cannot afford the full fee any other way.

### **Who can apply for a bursary?**

Anyone who is registered with StACCS as a student on the certificate programme can apply for a bursary. You should apply to StACCS for a bursary *before* you enrol with the Institute, and you should make a separate application for each module you plan to take. StACCS has decided not to apply any formal or means-tested criteria for eligibility: such fixed rules often exclude people who might need assistance, or open support to others who in fact do not need it. We ask students to make a case for support and each case will be considered on its merits. Typically people with no means of support other than state benefits, people on low wages and people whose children are in receipt of free school meals would qualify for a full bursary. The award of a bursary for one module does not guarantee an award for future modules. Applications for bursaries must be accompanied by a reference or letter of support and we ask students to explore other sources of funding (for example support from a local church or grant making body).

### **How does StACCS fund bursaries?**

StACCS has obtained a modest amount of funding to set up an initial bursary scheme for 2010-11. It is hoped that we will be able to secure support for future years. We have limited resources available and may not be able to offer support for every application.

### **How can I apply for a bursary?**

To apply for a bursary, please complete the Bursary Scheme Application Form (available from the StACCS web site or by post from the office) and send it to the StACCS office by post along with a letter of support.

### **Letters of support**

We ask students applying for a bursary to provide a letter of support along with their application. For students with a church link, the letter might be provided by their priest, minister or pastor; for other students it could be a friend or neighbour, or an employer. We are simply looking for someone other than the student who can confirm (a) that the student is committed to the course and (b) would find it hard to meet the fee without assistance. StACCS *may* contact the person providing the letter of support, but would never disclose to that person anything mentioned by the student on the application form.

### **How quickly will I hear if I have been awarded a bursary?**

StACCS undertakes to process all bursary requests as quickly as possible, and usually within 10 working days of receipt at the office.