

Changes in Examination Regulations relating to Oxford bursaries and fee reductions

PRAC/1

Planning and Resource Allocation Committee

Approved at the meeting on 2 July 2019

Appendix I Regulations on Financial Matters

Changes relating to Oxford bursaries and fee reductions

Location of change

In *Examination Regulations 2018, Regulations on Financial Matters*, at <http://www.admin.ox.ac.uk/examregs/2018-19/ai-ronfinamatt/>

From 1st October 2019

Detail of change

In §6, paragraphs 5 to 13, include (new text underlined, deleted text scored through):

5. Students who are repeating a year of their studies at Oxford will be eligible to be assessed for a bursary and/or ~~tuition~~ fee reduction, subject to cl. 4. Students repeating their first year or transferring to year one of a new course described in cl. 1 who were eligible for an additional start-up bursary in their first year of study will not be eligible for any further start-up bursary.

6. Requirements for the assessment of a student's household income are as follows:

(a) A member of the University as described in cl. 1 can only be considered for a bursary or ~~tuition~~ fee reduction if they are first financially assessed by their funding agency and if consent has been given for the University to access this information. Financial assessments will only be accepted from Student Finance England, Student Finance Northern Ireland, Student Finance Wales, the Student Awards Agency for Scotland, the Student Finance Services Non UK Team, the Student Loans Company (SLC) or the National Health Service (NHS). The University will only base a student's bursary and/or ~~tuition~~ fee reduction upon income information provided to it via the above agencies;

(c) 'Home' students are obliged to accept any maintenance grant they become eligible for as a result of financial assessment by their funding agency in order to be eligible to be assessed for a bursary and/or a ~~tuition~~ fee reduction. 'Home' (and EU) students are not required by the University to take out a maintenance loan or tuition fee loan from their funding agency to be eligible to be assessed for a bursary or for a ~~tuition~~ fee reduction respectively.

7. The annual deadlines for the assessment of bursaries and ~~tuition~~ fee reductions shall be as follows:

(a) To be assessed for an Oxford bursary and/or ~~tuition~~ fee reduction students must comply with the application deadlines set by their funding agency. Students who fail to comply with requests to provide information to their agency will not be assessed by the University after the deadlines listed in (b) and (c) below;

(c) To be assessed, or reassessed, for a ~~tuition~~ fee reduction students must ensure that they have provided all information to their funding agency in time to ensure their assessment is complete and available to the University from the SLC or other approved agency by 20 December of the academic year in which they wish to be considered for a ~~tuition~~ fee reduction;

(d) Any student who wishes to be considered for a bursary and/or ~~tuition~~ fee reduction, or for a change in their bursary and/or ~~tuition~~-fee reduction after the dates listed in (b) and (c) above must submit a case to the Student Fees and Funding section detailing the delay relating to their financial assessment by 30 May of that academic year. The student must confirm when they applied for funding, what difficulties they had in being assessed correctly, the action they took to rectify this, and provide any corresponding evidence. The student will be expected to respond in a timely manner to any requests for further information from Student Fees and Funding. The student must also provide the final financial notification for that year as soon as it is available and no later than 20 December of the following academic year. If the student is in their final year of study, the deadline for submission of the financial support notification is Friday of Week 9 of Trinity Term of that year.

8(e) The amount paid per term will be one third of the total annual bursary to which the student is eligible. Students will be expected to repay their bursary for any term where they have suspended or withdrawn before the bursary payment date, currently ~~Week 4 in Michaelmas term and Week 2 in each of Michaelmas, Hilary and Trinity terms.~~

11(b) Students not eligible for fee support from the NHS/SLC because their funding agency does not provide fee support for this course will be eligible to be assessed for a ~~tuition~~-fee reduction in all years of their course where household income will be estimated on the basis of the financial assessment of their household income in year one of their course. A ~~tuition~~-fee reduction is not available to those students who are eligible for fee support from the NHS/SLC after the first year of their course;

12(b) Students in year four of the course will be eligible to be assessed for a ~~tuition~~-fee reduction;

13. Members of the University working in Oxford for the Postgraduate Certificate in Education will only be eligible to be assessed for an Oxford bursary if ~~their full entitlement to government maintenance support (including a government teacher training bursary or affiliated scholarship) amounts to less than £9,000~~ they are not eligible for a Teacher Training Bursary.

Explanatory Notes

The changes in regulations allow for Michaelmas Term bursary instalments to be paid to students in week 2 of term, bringing the timing into line with that for the other two terms. The working group that the Joint Fees and Student Support Advisory Group (JFSSAG) convened to review the 2020 undergraduate financial support package, recommended that the Michaelmas Term payment be brought forward to week 2 of term, and that this change should take effect from 2019/20 to the benefit of students.

Secondly, the changes in regulations simplify the conditions upon which a member of the University working for the Postgraduate Certificate in Education will be eligible to be assessed for an Oxford bursary. This change is consistent with the criteria laid out in the University's 2020-21 Access and Participation Plan but will be implemented from 2019/20. The change will impact upon very few students but can only work in a student's favour.

The opportunity is taken to remove any remaining references to 'tuition fee reduction' to ensure these the term 'fee reduction' is consistently referenced in line with combined fees coming into force in 2019/20.