

Bursaries: how to apply and terms and conditions 2021

Are you interested in applying for a place on one of our part-time Undergraduate or Postgraduate courses? Would you like help with funding your tuition fees?

The University of Cambridge Institute of Continuing Education (ICE) offers several bursaries each year. Our bursary scheme is one of the ways we are widening access to higher education to people who might otherwise be unable to enrol on a course.

Please note that these bursaries are separate from the Cambridge Thousand Futures Bursary, the First Story Bursary and the Next Generation Bursary.

- To access the terms and conditions for the Cambridge Thousand Futures Bursary please <u>click here</u>
- To access the terms and conditions for the First Story Bursary please click here
- To access the terms and conditions for the Next Generation Bursary please <u>click</u> <u>here</u>

Tuition fees and bursaries

Tuition fees are specific to each course and you will find details on the web page of the course in which you are interested. Most of our bursaries are limited to tuition fees and you should be aware that any additional costs involved in studying at ICE (such as books, subsistence, travel to Madingley Hall etc.) are not (with a very few exceptions) covered by the bursaries.

Our bursaries are provided by various donors and therefore have specific terms and conditions attached to each one. For this reason, some bursaries cover 100% of tuition fees, some cover 50% and some provide a specific sum contribution to tuition fees. Details are set out on our <u>website</u>.

A bursary reduction is only applied to the element of the course fee that you pay yourself. For example, it would not apply to the part of the fee covered by external funding such as from Health Education England (HEE) or fee being paid by your employer.

You cannot be awarded a bursary along with a Cambridge Alumni (CAMCard) concession or University of Cambridge staff concession, and you can only receive one bursary at a time.

Bursaries are also not applicable to individual course modules.

Are you eligible?

These bursaries are intended to enable prospective adult learners to enrol on courses and for whom finance may be a barrier to part-time study. (Eligible courses are indicated on our <u>website</u>.)

Most of our Undergraduate Certificate courses are open to anyone with an interest in the subject, and you do not need any special qualifications to apply. For Diploma, Advanced Diploma or Postgraduate courses, there are specific criteria set out on the course pages of our website.

Other eligibility requirements are as follows:

- You must be at least 18 years old;
- For undergraduate certificate course bursaries, you do not currently hold a recognised higher education level qualification (FHEQ level 4 or higher);
- You can demonstrate that your current financial means would preclude you from selffunding your tuition fees (eg household income below £25,000 per annum or in receipt of specified State benefits or sole income is State Pension and/or you are in receipt of Pension Credit). You will be required to provide evidence of your financial circumstances if offered a bursary award before it can be confirmed and applied;
- Unless otherwise stated, teaching and assessment for ICE courses are in English. If your first language is not English, please refer to our <u>Information for Applicants</u> pages for further guidance.

Please note that as we normally receive a greater number of applications than we have bursaries available, not all applications will be successful. Bursaries are only available for application in the current admissions cycle and will not be retrospectively applied to current or former students.

If you are awarded a bursary, we will ask you to confirm your enrolment on the course within two weeks of the date of notification in order to accept the bursary and confirm your place on the course. Unclaimed bursaries will be awarded to other applicants in the event of nonbooking.

Bursaries are repayable in full if you do not complete the course, where the Institute considers that there are no significant mitigating circumstances.

The deadline for application to these bursaries is 12noon, Tuesday 20 April 2021 and applicants will be informed of the outcome within one month of this date. However, the Bursary Panel meets twice a year in April and September to consider applications received up to each of these dates. Bursary offers will be made within two weeks of each panel meeting. Further bursary offers following the April 2021 Bursary Selection Panel meeting will be made depending on funds remaining for the academic year.

How to apply

If you wish to apply for an Institute of Continuing Education bursary you must first apply online through the ICE application portal for your chosen course. Once you have completed your course booking, you will be informed of the bursaries available which you may be able to apply for, if you are eligible. The online <u>bursary application form</u> is a short process and will ask you to provide additional information depending on the bursary you are applying for.

You must provide a personal statement (up to 200 words), outlining your motivations for applying for the bursary and how it will enable you to study at ICE if successful.

ICE reserves the right to select the successful applicants against the criteria specified for each bursary award. We also reserve the right to reject a candidate if they do not meet the entry requirements set out above.

More information

You can find full details of the Institute of Continuing Education bursary scheme on our <u>website</u>.

If you wish to ask a question about the scheme please contact enquiries@ice.cam.ac.uk