

First Story - Institute of Continuing Education Tuition Fee Bursary Scheme Academic Year 2023-24

How to Apply and Bursary Terms and Conditions

Are you interested in applying for a place on our part-time Postgraduate Certificate in Teaching Creative Writing course starting in October 2023? Would you like help with funding your tuition fees?

First Story is a charity which works to improve literacy and foster creativity in young people through creative writing. **The University of Cambridge Institute of Continuing Education (ICE)**, offers part-time courses in a wide range of disciplines.

ICE and First Story are committed to working with teachers and other professionals teaching creative writing in disadvantaged settings but realise that tuition fees are often a barrier to postgraduate study. We have collaborated to provide four partial tuition fee bursaries for the [Postgraduate Certificate in Teaching Creative Writing](#) course which begins in October 2023. The bursaries will cover *up to* £2,000 of the course fee. (If you are awarded a bursary you would be responsible for paying the remaining tuition fee.)

These bursaries, supported by First Story, promote access and will ultimately benefit the schools, libraries and other community settings in which successful applicants work.

About the course

The course aims to enable you to:

- develop your skills as a teacher of creative writing and strategies for your intended teaching contexts;
- develop and/or extend your knowledge of the theories and practices of the teaching of creative writing;
- develop your repertoire of teaching, course design and assessment methods appropriate to creative writing in your context;
- develop a reflexive and critical awareness of your own teaching practice and to transmit what you have learned from your own experience of being a writer into a classroom setting.

Please note that this course does not lead to a formal teaching qualification.

This course has been designed to enable those with professional or personal commitments to study on a part-time basis. The course is taught over three modules, each of which students must attend:

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| Module 1 | 06 - 08 October 2023 |
| Module 2 | 12 - 14 January 2024 |
| Module 3 | 19 - 21 April 2024 |

A Virtual Learning Environment (VLE) offers learning support to students while they are on the course, including learning resources and peer-to-peer and student-to-tutor discussion between modules to build a virtual community of practice.

Applications are welcomed from both those living within travelling distance of Cambridge and those further afield. Although this is a non-residential course, students requiring residential accommodation during the modules may be able to book B&B at Madingley Hall as availability permits.

Course fees

The full course fee for home students is £4,750 and for overseas students is £7,875.

The bursaries do not cover the entirety of the course fees and you will be expected to cover the remainder of the fees.

Eligibility

The bursaries are intended to enable teachers from all levels, librarians or other literary professionals working in deprived and/or disadvantaged settings to enrol on the Postgraduate Certificate in Teaching Creative Writing course starting in 2023 and for whom finance may be a barrier to part-time study.

You will preferably work in a state-funded setting such as a state school, public library, local authority, the NHS or HM Prisons Service and will be interested in using creative writing as a development tool within your field. We will also consider applicants from third-sector organisations and not-for-profit organisations.

Eligibility criteria:

- You must be at least 18 years old;
- You should have a 2.i honours degree (or overseas equivalent) and/or significant relevant professional experience when you apply;
- If you are a professional who is currently working with, or have previously been engaged with, a First Story programme you are welcome to apply for this bursary scheme;
- You agree to co-operate and participate in publicising the Partnership and to take part in promotional events and/or publications (as reasonably required);
- Unless otherwise stated, teaching and assessment for ICE courses are in English. If your first language is not English, please refer to the course [Entry Requirements](#) page 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.

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 or fee being paid by your employer.

You cannot be awarded a bursary along with an concession, and you can only receive one bursary at a time.

If you are awarded a bursary, we will ask you to book your place 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 non-booking.

You will be required to pay an initial instalment in order to secure your place on the course. You will be notified of the process and any outstanding fees when the bursary is awarded. Bursary awards are usually deducted from the last fee payment.

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

For avoidance of doubt any additional costs such as materials, travel and subsistence are not covered by the bursary.

How to apply

You are asked to complete the full course application process to be considered for a First Story - Institute of Continuing Education Tuition Fee Bursary. The process is as follows:

1. Complete an online course application through the [ICE application portal](#). Please note, course applications must be completed in full to be considered for the bursary.
2. ICE will assess and respond as quickly as possible to inform you whether your course application has been accepted. If any additional evidence relating to the course is required, for example evidence of English language level, you will be requested to provide this.
3. Complete the First Story - Institute of Continuing Education Tuition Fee Bursary online [bursary application](#). You must submit your CV and a personal statement (up to 300 words), outlining your motivations for applying for the course and the bursary. You should explain how your practice and learning from the course will benefit disadvantaged groups (for example, teaching children in schools with high levels of free school lunch provision, work in libraries based in deprived communities, etc).

The bursary application closing date is Tuesday 6 June 2023 and successful applicants should be informed about bursary decisions at the same time they are informed they will have a place on the course.