



## Part-time Undergraduates 2017/18 Student Money and Accommodation Advice

Part-time 'Home' undergraduates who start courses **on or after** September 2012 may be eligible for a **Tuition Fee Loan** of up to **£6,935**. Apply online at [www.gov.uk/student-finance](http://www.gov.uk/student-finance)  
Part-time students who started their courses **before** September 2012 may be eligible for: (1) a **Tuition Fee Grant** of up to **£1,321** (2) a **Course Costs Grant** of up to **£288**. Apply using form **PTGC** (or PTGN if you are applying for this funding for the first time).

### Which courses qualify?

Part-time undergraduate degree courses, HND, HNC (including open / distance learning courses, although students will usually need to be living in England to qualify for full support).



Students who started a full-time course and are repeating study on a part-time basis should refer to our information sheets entitled '*Repeating part of, suspending or withdrawing from your course*' and '*Changing mode of study*':

[www.londonmet.ac.uk/infosheets](http://www.londonmet.ac.uk/infosheets)

### Basic eligibility

For support as a part-time student you need:

- settled status in the UK\*
- three years' ordinary residence in the UK before the start of your course (course start date is 1 September for September starters, 1 January for January starters)
- to be studying at least 25% (new 'post-2012' students) / 50% (continuing 'pre-2012-start students) of the full-time equivalent course
- to satisfy previous study rules. If you have gained an honours degree in the UK or elsewhere, you will probably not be eligible for financial assistance, unless the course you plan on studying is in Engineering, Computer Sciences, or Technology.
- if you have studied part-time on a higher education course previously but not received a qualification, this may reduce your funding entitlement

\*EU students who have been ordinarily resident in the UK for five years prior to the start of their course may apply for the student support listed here. EU students who do not satisfy this condition should consult our EU funding information sheet: [www.londonmet.ac.uk/advice](http://www.londonmet.ac.uk/advice)

### Students starting courses on or after September 2012

You can apply to Student Finance England (SFE) for a **Tuition Fee Loan** of up to £6,935 (paid directly to the University).

Your course needs to be at least 25% of a full-time course to qualify for the loan, but bear in mind you need to complete the course within the time set by the University, which is currently eight years.

Repayment begins four years from the April after course commencement and only if you are earning more than £21,000 per year. You repay 9% of your earnings over £21,000 so if you earn £25,000 you would repay £30 per month.

The interest on the loan is the rate of inflation + 3% while you study, then the rate of inflation + 0% to 3% depending on earnings.

## **Pre-2012 students who started their part-time course before September 2012**

You can apply to Student Finance England for:

### **1) A non-repayable grant for tuition fees (paid directly to the University) of:**

- up to £1,321 where the course is at least 75% of a full-time course (**Level 3**)
- up to £1,054 where the course is at least 60% of a full-time course (**Level 2**)
- up to £879 where the course is at least 50% of a full-time course (**Level 1**)

### **2) A non-repayable grant of up to £288 to help with course costs (books, travel, etc.).**

Both grants are income-assessed based on the 16/17 financial year, with your income and that of any partner taken into account. If your gross household income is £16,844 or less you will receive the full Fee Grant and the full Course Costs Grant. Household incomes above £16,844 reduce the amount of grant you can receive, and if your household income is £28,066 or more, you won't be eligible for any grant.

### **Module costs**

Fees for students starting courses on/after September 2012 will be pro rata in relation to the full-time fee. For pricings, use the course finder at [www.londonmet.ac.uk/](http://www.londonmet.ac.uk/). Students who started their part-time course before September 2012 will pay £870\* per 30 credit module.

\*To be confirmed by the University's finance department at the time of enrolment.

### **How do I apply?**

Students who started courses on or after September 2012 need to apply online at [www.gov.uk/student-finance/](http://www.gov.uk/student-finance/). If you started your course before September 2012 you should complete form PTGC (or PTGN if you are applying for this funding for the first time). Forms should be completed at the start of each academic year. You can order a form via the Student Finance England helpline on 0845 300 50 90, or download and print an application form: [www.gov.uk/student-finance/](http://www.gov.uk/student-finance/).

### **Is there a deadline?**

SFE's deadline for applying is no later than nine months from the first day of the academic year, which, for those starting courses in September 2017, is **31 May 2018**. However, you should complete the application form as soon as it is available, as the University will want to know how you are paying your fees at the time of enrolment.

### **Other funding/financial support**

If you have a registered disability you can apply to SFE for a **Disabled Students' Allowance**: [www.gov.uk/disabled-students-allowances-dsas/overview/](http://www.gov.uk/disabled-students-allowances-dsas/overview/).

Some students may be able to claim welfare benefits. You may be able to claim Jobseeker's Allowance (JSA) providing you are available for and actively seeking work.

Depending on the age of their youngest child, lone parents may be able to claim Income Support.

If you are paying rent and are on a low income, you may be eligible for Housing Benefit – apply in writing to your Local Authority's Housing Benefit section.

If you have one or more children you may be able to claim Child Tax Credit.

N.B. Depending on where you live, Universal Credit may replace the above benefits.

You may be able to get some **Council Tax Support** – see your Local Authority’s website for how to apply.

There is a cap on the total amount that can be received from certain benefits of £442.31/week for people with children and £296.35/week for single people. For more information see:

[www.gov.uk/benefit-cap](http://www.gov.uk/benefit-cap)

### **How to contact us**

Telephone your Student Hub and ask to book an appointment with a Student Money and Accommodation Adviser:

Aldgate Hub – 020 7133 7002; Holloway Hub – 020 7133 7001; Moorgate Hub: 020 7133 7003

Email: [advice.studentservices@londonmet.ac.uk](mailto:advice.studentservices@londonmet.ac.uk)

Website: [www.londonmet.ac.uk/advice](http://www.londonmet.ac.uk/advice)

### **Attendance**

Class attendance and completion of all assessments is monitored. If students cannot demonstrate this and do not have good reason, they will be unable to continue the course. This is likely to affect future student funding.

### **The Social Security Fraud Act 2001**

The Student Money and Accommodation Advice team reminds all clients who may be in receipt of benefits from the Department for Work and Pensions (DWP) and/or Local Authority of the need to disclose to the DWP/Local Authority any relevant changes of circumstances and of the need for clients to make full and accurate disclosure of all the relevant facts to the DWP and/or Local Authority.

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The regulations referred to throughout this information sheet are the Education (Student Support) Regulations 2011 (2011/1986) as amended by the Education (Student Fees, Awards and Support) (Amendment) Regulations 2012 (2012/1653), the Education (Student Support and European University Institute) (Amendment) Regulations 2013 (2013/1728), in particular Regulations 136 to 157, The Income Support (General) Regulations 1987, The Housing Benefits Regulations 2006, the Universal Credit (Consequential, Supplementary, Incidental and Miscellaneous Provisions) Regulations 2013 (2013/630).

The content of this information sheet has been compiled using information from external sources as well as University data. The content has been carefully checked and is given in good faith. However, the University cannot accept responsibility for the consequences of any inaccuracy. April 2017