Student Money and Accommodation Advice

**MSc Social Work**

This information sheet supplements the information you should also obtain from the NHS Business Services Authority (NHSBSA), which is the body administering Social Work bursaries on behalf of the Department of Health: [www.nhsbsa.nhs.uk/social-work-students](http://www.nhsbsa.nhs.uk/social-work-students)

From the beginning of the academic year 2023 the number of bursaries available will be restricted – postgraduate bursaries will be limited to 1,500 nationally for the 2023 academic year.

The University will decide who receives a Social Work Bursary. The Department of Health has issued the criteria to each university explaining how the capping system will work. If you require further information regarding the figures and methodology that your Higher Education Provider (HEP) has used, please contact the School directly [SSSP@londonmet.ac.uk/](mailto:SSSP@londonmet.ac.uk/).

London Metropolitan University will agree a shortlist of students within their allocated number of places and then notify Social Work Bursaries of this list of students. Only if you are on the list from your HEP and providing you satisfy the residency and other eligibility criteria will you be assessed for a Social Work Bursary.

If you have not been allocated one of London Met’s bursary places then you will not be eligible to receive the Social Work Bursary. In such a case, the only funding you may be eligible to receive from the NHSBSA will be the fixed contribution towards your placement travel expenses through the Placement Training Allowance (PTA). If you satisfy the residency and other eligibility criteria, the PTA will be available to you.

**Funding sources and eligibility for funding**

You must meet both residency and other eligibility criteria in order to receive a bursary. You should check that you meet the criteria by referring to the NHSBSA website – [www.nhsbsa.nhs.uk/social-work-students](http://www.nhsbsa.nhs.uk/social-work-students) – where you will find detailed eligibility guidance in the Social Work Bursaries 2023-2 booklet.

(Please note that the NHSBSA does not have responsibility for the funding of students from Scotland, Wales or Northern Ireland. Contact details for the social care organisations for Scotland, Wales and Northern Ireland can be obtained from the NHSBSA website).

You must not already be a registered social worker and your course must lead to your first registration in that profession.

The bursary package for postgraduate students consists of both non-income-assessed and income-assessed elements. The bursary is a grant rather than a loan and therefore does not need to be repaid.

If your placement provider also contributes toward your travel costs, this will not affect your bursary entitlement.

## Non-income-assessed support

If you meet the eligibility criteria for a bursary you are automatically entitled to the non-income-assessed elements (a basic grant, tuition fee assistance and allowances for those with a disability).

### Basic grant

Full-time students are eligible for a basic grant of up to £3,762.50 for a 52-week period. This includes a fixed contribution of £862.50 for placement travel. However, as this contribution is not paid separately from the basic grant, you are free to use the money in a manner that best suits your circumstances.

### Tuition fee assistance

The NHSBSA can pay a maximum of £4,052 for tuition fees for full-time students and £2,026 for part-time students. Students are liable for the remainder of the fee, and you will normally be expected to pay at least a ninth of that fee at or prior to enrolment..

**Please note**: you are responsible for the payment of the balance of this fee and cannot receive any fee support through the University.

The NHSBSA will pay the tuition fees directly to London Metropolitan after 1 December 2023. If you withdraw from your course before this time, the NHSBSA will not accept responsibility for your fees and you will be required to self-fund.

### Disabled Students’ Allowance

Students with a disability can also apply for a Disabled Students’ Allowance (DSA) from the NHSBSA.

**Income-assessed assistance**

The income-assessed element of the bursary consists of a Maintenance Grant and allowances for dependants:

### Maintenance Grant

Full-time students may be entitled to a Maintenance Grant of up to £4,201 for a 52- week period. To calculate how much you are entitled to, the NHSBSA will look at your personal net unearned income (income that you have not earned by working eg dividends from shares, interest on savings and income from land or property) during the current academic year.

If applicable, your partner’s residual income (the gross income from all sources less specific allowances such as pension contributions) from the 2022/23 tax year. When calculating your entitlement, they may also take into consideration other dependants in your family.

### Allowances for dependants

These consist of a Childcare Allowance, Adult Dependants’ Allowance and Parents’ Learning Allowance. As all three allowances are income-assessed, you do not automatically qualify for them just because you have dependants.

### Childcare Allowance

If you are eligible, the NHSBSA will pay up to 85% of your registered or approved childcare costs – up to a certain limit. If you have one child in childcare, they will pay up to £188.90 per week for a 52-week period (or until the end of the course). If you have two or more children in childcare, they will pay up to £323.85 per week.

You will not be entitled to the Social Work Bursary Childcare Allowance if you are in receipt of the childcare elements of Working Tax or Universal Credit or receive tax free childcare. Your provider needs to be registered with Ofsted or its equivalent where applicable.

### Adult Dependants’ Allowance

If you have an adult who is wholly or mainly financially dependent on you, you may be eligible for up to £2,757 for a 52-week period. You may only claim for one adult dependent.

### Parents’ Learning Allowance

If you have a child / children, you may be entitled to up to £1,573 for a 52-week period. This normally includes children up to the age of 18 in full-time education but does not include children in Higher Education.

**How to apply**

To apply for the bursary, download the application pack from the NHSBSA website: [www.nhsbsa.nhs.uk/social-work-students](http://www.nhsbsa.nhs.uk/social-work-students)

You must submit a new application each year. If you do not reapply each year, your bursary payments will not continue.

If you start your course/academic year in September / October 2023 you must apply by 31 October 2023. You should endeavour to get your application in early to avoid delays in payment.

It is advisable to keep a copy of your application form and any documentation you send for your own records.

The NHSBSA will send you a letter telling you if you are entitled to a bursary and the amount you are entitled to. They will normally deal with your application within 20 working days of receiving your application form.

The bursary is paid to the student in three instalments, usually in September, January and April. All payments will be made by BACS (Banks Automated Clearing System).

As mentioned before, NHS pays the tuition fee assistance directly to the University and the student pays the balance of fees.

If you wish to apply for the Disabled Students’ Allowance and / or the Childcare Allowance you should download a separate application pack from [www.nhsbsa.nhs.uk/social-work-students](http://www.nhsbsa.nhs.uk/social-work-students)

**Change of circumstances**

Please note that if your circumstances change at any time after you have submitted your application, you must immediately inform the NHSBSA in writing. Changes include withdrawal, suspension, deferral or interruption from your course, regardless of whether you intend to return, and being unable to attend your course for any reason where your absence exceeds 15 calendar days. It is your responsibility – not the University’s – to inform the NHSBSA of any changes to your circumstances. Failure to do so could result in overpayments of funding being recovered and you may be required to pay additional fees and charges.

If you have been allocated a capped place and you leave your course, this will not automatically be reallocated to you if you return to training in a new academic year.

**Repeat study**

Repeat funding will not generally be available to you for any period during which you are retaking a portion of your course. However, in exceptional circumstances, if you can demonstrate that you have failed to pass as a result of compelling personal reasons, such as serious illness or bereavement in the close family, you may be eligible for continued funding despite a failure to complete or pass a year. Academic failure will not be considered for repeat funding.

If you are only eligible to receive the Placement Travel Allowance (PTA) then the repeat funding is not available regardless of your circumstances.

If you stop your studies at any time, you will be entitled to a payment only for the days you were in attendance on the course.

Please see the eligibility criteria to be considered for repeat postgraduate funding: <https://faq.nhsbsa.nhs.uk/knowledgebase/article/KA-02802/en-us>

**Maternity leave**

You may continue to receive bursary payments for up to a maximum of 12 months from the agreed date of the start of the maternity leave period or from the day after the date of birth. The start date of the maternity leave must be agreed with the University prior to commencement of the leave. Those who resume training after a period of maternity leave will retain their capped place for the duration of the course. In addition, students who have taken a period of maternity leave may receive an extension of funding for up to a maximum of 12 months in order to complete the course (this may be extended in exceptional circumstances if you also have to repeat part of the course).

**Postgraduate Loan from Student Finance England (SFE)**

Postgraduate Masters Social Work students beginning their course in 2023/24 who are not awarded a Social Work Bursary may be entitled to apply for a Postgraduate Master’s Loan available from the Student Loans Company of up to £12,167. Please do not apply for the Postgraduate Loan if you have been awarded the Social Work Bursary as this will invalidate your eligibility for the bursary.

SFE may require proof from the University that you have not been awarded a Social Work Bursary, and if required, you should ask the University to issue a letter stating that the bursary application was unsuccessful.

**Benefits**

The Social Work bursary may affect your entitlement to other benefits and allowances. If you are awarded the bursary, you must inform any organisations from which you are receiving benefits or allowances.

## Useful Contacts

NHS Business Services Authority

Tel: 0300 330 1342

Web: [www.nhsbsa.nhs.uk/social-work-students](http://www.nhsbsa.nhs.uk/social-work-students)

Social Work Bursaries

PO Box 141

Hesketh House

200-220 Broadway

Fleetwood FY7 9AS

Email: nhsbsa.swbteam@nhs.net

This is a brief guide and as such cannot cover all eventualities. For this reason, we recommend that you contact the Student Money and Accommodation Advice team if you have any specific queries.

**How to contact the Student Money and Accommodation Advice team**

Tel – 020 7320 2848

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

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

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