

Graduation Bursary – Terms and Conditions

Bursary details

1. The Graduation Bursary is a one-off payment made to groups of underrepresented and/or disadvantaged students recognised to be of interest in the University's Access and Participation Plan (“**APP**”).
2. Eligible students will be identified by the University's Widening Access and Student Success team and will typically include full-time, undergraduate, Home-fee students in receipt of APP-related bursary support such as Care Leavers, Estranged Students, and Young Adult Carers.
3. The Graduation Bursary is intended to help final year students with the cost of attending graduation and/or the costs associated with leaving university such as finding employment and paying for accommodation.
4. The Graduation Bursary will typically be £1,000. Eligibility and amounts awarded will be subject to budget availability and determined by the University's Widening Access and Student Success team on a year-by-year basis.

Eligibility

5. To be eligible for the Graduation Bursary, students must be:
 - a. in receipt of an APP-related bursary as determined by the University's Widening Access and Student Success team;
 - b. registered on a full-time University of Hertfordshire undergraduate degree programme delivered directly by the University of Hertfordshire or one of its consortium colleges, studying 120 credits per academic year;
 - c. in their final year of studying;
 - d. a 'Home' fee paying student as assessed by the University of Hertfordshire ([find out more about your fee status here](#));
 - e. studying their first undergraduate degree; and
 - f. recorded on the student record system as having received their final award for their undergraduate degree (BSc/BA/MEng/MOptom/MPharm/MPhys) or a Diploma of Higher Education.
6. Students will not be eligible for the Graduation Bursary if they are in debt to the University of Hertfordshire for tuition fees.

Application process

7. There is no application process. Eligible students will be identified by the University of Hertfordshire's Widening Access and Student Success team using the student record system to confirm the receipt of final award.
8. Students will also be required to send a copy of their 'Invitation to Graduate' as further evidence of their eligibility.

Payment

9. The Graduation Bursary will typically be paid in a single instalment on confirmation of eligibility.
10. Students are responsible for ensuring the bank details they provide to the University of Hertfordshire are correct. Incorrect bank details may cause delays in payment.
11. The Graduation Bursary cannot be claimed prospectively or retrospectively, i.e. it will only be paid in the year in which the final award is attained.

Complaints

12. Complaints will be dealt with according to the University of Hertfordshire's complaints procedure. In the first stage, informal complaints should be made to University of Hertfordshire's Widening Access and Student Success via studentsuccess@herts.ac.uk. Every reasonable effort will be made to respond to the issue raised and reach an informal resolution. If a resolution is not reached at this stage, a formal complaint can be made using the process detailed in the University of Hertfordshire's complaints procedure.

Further information and contacts

For further information about the Graduation Bursary or to discuss your eligibility, please contact studentsuccess@herts.ac.uk.

For further information on bursaries available at the University of Hertfordshire, please go to herts.ac.uk/study/fees-and-funding/financial-support/scholarships-grants-bursaries.