# How do I apply for Student Finance for a placement year?



**Student Finance - Placements**

You should go through the application procedure as normal by applying online at [www.gov.uk/apply-online-for-student-](https://www.gov.uk/apply-online-for-student-finance) [finance](https://www.gov.uk/apply-online-for-student-finance) (or the PR1 form if you are unable to apply online). Remember to indicate that you are on a placement year when asked (make sure that you tick the correct boxes on your application!) and apply in good time to ensure your funds are

available at the beginning of your placement.

The University will inform Student Finance about your time away from University during the summer period before you are due to go – please ensure you upload your information in the My Placement portal as soon as you are able to at <https://studentmobility.manchester.ac.uk/> to allow plenty of time for this. If you receive a blue verification form from Student Finance, you should take this to a Student Support Hub to be stamped.

# Please note you are still required to complete online registration with the University of Manchester during the period you are on placement/study abroad.

**How will going on a placement or a study abroad period affect my funding?**

The amount of funding you will be entitled to varies depending on where you go and what you do. See below for further information.

*Please note:*

* *These figures are based on a student who is on placement in 2023/24 (unless otherwise specified), and is neither living with their parents nor living in London.*
* *Amounts will be different if you are in the final year of your course or are currently in receipt of benefits*
* *You will need to be overseas for at least 8 weeks per term to be eligible for increased funding.*
* *EEA students paid by Student Finance England Migrant Worker Team should seek advice about their entitlements, as these may change significantly if work patterns change*

# Tuition fees for students on a full year placement or year abroad

*Fees are paid to the University of Manchester only and not the host institution - you will usually be entitled to the full loan for this amount.*

|  |  |
| --- | --- |
| **Home/EU students** | **Fee Due (on the £9,250 fee rate)** |
| Full year study abroad or Turing-funded work placement | £1,385 |
| Full year work placement (non Turing-funded) | £1,850 |
| Half study and half work | £1,385 |
| **International students** | **Fee Due** |
| Full year study abroad or work placement | 20% of the appropriate tuition fee due |

# Maintenance loan for students on a full year placement or year abroad

|  |  |  |  |
| --- | --- | --- | --- |
| **Study** | **Work placement —overseas, Turing-funded** | **Work placement — overseas, non Turing-funded** | **Work placement — UK** |
| £5,576\* to £11,472, depending on household income | | £2,940\* (non-means tested) | |

\*These are 22/23 rates. 23/24 rates are not available but likely to be broadly equivalent

**Household income assessments**

If you are on a placement (UK or overseas) and want to be assessed for means-tested funding (this includes the University Cash Bursary and Turing Scheme funding), you MUST complete a PFF2 form with Student Finance to have a financial assessment of your household income carried out.

# University Cash Bursary

The University offers generous cash bursaries for students on a year abroad or on placement based on residual household income. For further information please visit: [http://www.studentsupport.manchester.ac.uk/finances/funding-](http://www.studentsupport.manchester.ac.uk/finances/funding-opportunities/all/bursaries-and-scholarships/) [opportunities/all/bursaries-and-scholarships/.](http://www.studentsupport.manchester.ac.uk/finances/funding-opportunities/all/bursaries-and-scholarships/)

# What if I am doing a mixture of a work placement and a study placement?

If your course has a combination of study and paid work placement you will receive each type of support on a pro-rata basis as assessed by Student Finance.

# Fees and funding for a single semester placement or study

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Study** | **Placement overseas, Turing-funded** | **Placement UK/overseas, non Turing-funded** |
| **Tuition Fees** | Tuition Fees will remain unchanged for the year at £9,250 | | |
| *Fees are paid to the University of Manchester only and not the host institution - you will usually be entitled to the full loan for this amount.* | | | |
| **Maintenance Loan** | **Rate while in Manchester** | | |
| Min *(all students regardless of household in- come):* £4,651  Max *(sliding scale depending on household in- come):* £9,978 | | £2,940\* *(non-means tested)* |
| **Rate while overseas/on placement** | | |
| Min *(all students regardless of household in- come):* £5,524  Max *(sliding scale depending on household in- come):* £11,427 | | £2,940\* *(non-means tested)* |
| **University Cash Bursary** | *University of Manchester bursaries will remain unchanged for the full year – if you are eligible for a bursary during a ‘normal’ year, you will continue to receive this bursary in full throughout the year – including the time the you spend*  *away . For further information please visit:* [*http://www.studentsupport.manchester.ac.uk/*](http://www.studentsupport.manchester.ac.uk/finances/funding-opportunities/all/bursaries-and-scholarships/)  [*finances/funding-opportunities/all/bursaries-and*](http://www.studentsupport.manchester.ac.uk/finances/funding-opportunities/all/bursaries-and-scholarships/)  [*-scholarships/.*](http://www.studentsupport.manchester.ac.uk/finances/funding-opportunities/all/bursaries-and-scholarships/) | | *To qualify for standard University bursaries (as per the information to the left), you will still need to have a financial assessment carried out by Student Finance through a PFF2 form.* |

\*These are 22/23 rates. 23/24 rates are not available but likely to be broadly equivalent

**Important**

Student Finance make assessments on the basis of 3 terms

(which is why you receive your student loan in 3 instalments) rather than 2 University semesters and will assess your

entitlements based on the dates that you are away.

Therefore you may find that your funding is calculated at 2

terms at the higher overseas rate and 1 term at the standard home rate or vice-versa. Term dates do differ based upon your course however the standard dates for University of Manchester students in 2023/24 are as follows:

*Term 1 = 18/09/23 – 15/12/23 Term 2 = 15/01/24 – 22/03/24 Term 3 = 15/04/24 – 07/06/24*

# Are there any exceptions to the rules for non Turing-

**funded/UK work placement students?**

Students in attendance at the University for 10 weeks or more, or students on certain unpaid work placements in the public or voluntary sector can apply for full financial support rather than the reduced non-means tested rates mentioned above. The type of unpaid work is listed below:

* *Service with a UK Local Authority which is related to the health, welfare or care of children/young persons, or similar activities in UK voluntary organisations.*
* *Service in a UK hospital/public health laboratory.*
* *Service in a UK prison, probation or aftercare service.*
* *Research in a UK/overseas institution.*
* *Service with a UK Health Authority or equivalent.*
* *Unpaid service in UK parliament.*

# Student Finance Application Tips/General Information

* + On your application you should only indicate that you are a Turing student if you are doing a full year Turing

placement or two semester placements both funded through Turing. If you are doing 1 semester only, you should answer “no”.

* + If you are doing a work placement funded through Turing, you need to put on your application that you will be doing an unpaid work placement.
  + The University has systems in place to ensure that financial support is not delayed for students who are overseas *before the start of term*. You can ask for your Student Finance to be released up to 25 days before the start of term if your period overseas starts before your

first instalment is due. “Term Dates” refer to Manchester term dates.

* + Your Student Finance will be paid in 3 instalments as per

previous years except for students studying in China, Japan or Russia (for the whole academic year) who can receive their student finance in one lump sum.

* + Remember you will have to factor in the cost of moving and living costs before your placement starts – make sure that you have a plan in place to meet these costs! Please see our guide to making the most of your money for

further information:

* + <https://www.studentsupport.manchester.ac.uk/finances/financial-wellbeing/>
  + Please note that any Childcare Grant may not be paid during this period.

# What other funding is available?

Travel Grant

Depending on your household income, you may qualify for a Travel Grant. This is non-repayable and covers the cost of all necessary qualifying travel, less a disregard (“excess”) of at least £303 for the first claim. This includes costs such as:

* + *Up to 3 return journeys between your home and overseas destination (including local transport to and from the*

*airport) – all travel must be the cheapest available option.\**

* + *Visas.*
  + *Vaccinations.*
  + *Medical insurance.*
  + *If you are a medical or dental student doing a clinical placement in the UK you can apply for travel costs*

*between your home and the hospital or facility where you’re doing your placement.*

\*Up to 3 return journeys for a full year abroad, 1 return journey for a placement in semester 1 and up to 2 return journeys in semester 2.

Further information and eligibility criteria is available at: [www.gov.uk/travel-grants-students-england/overview](http://www.gov.uk/travel-grants-students-england/overview)

(please note that you should aim to submit your application within 9 months of the start of term – i.e. 1st September).



Long Course Loan

If your course duration is longer than 30 weeks and 3 days, Student Finance will assess you for the Long Courses Loan.

This is an additional loan for each extra week that you are

away (this does not include voluntary time overseas). For 2023/24, you’ll receive up to £148 per additional week - this is based on your household income and where you’re living whilst studying.

Turing Scheme grant

The Turing Scheme is the UK’s global programme for

studying and working abroad. Under the Turing Scheme,

eligible students can receive a Turing grant, provided by the Department for Education. This is in addition to standard grants or loans. As funding is not guaranteed, the availability of Turing funding is subject to change at short notice, you should not depend on this to cover your living costs when budgeting. Students from lower income backgrounds will be prioritised for funding. The Placements and International Programmes Office will contact you via email close to your departure time to inform you whether you are eligible and, if so, the amount you will receive.

Other University scholarships/bursaries

The Placements and International Programmes Office publishes further information relating to other University Scholarships and Bursaries that you may be able to apply to. Please see [www.goabroad.manchester.ac.uk](http://www.goabroad.manchester.ac.uk) for further information.

External Scholarships/Bursaries

There are multiple UK and Overseas charities and educational trusts providing grants for overseas study/work. Please see the following for further information:

[www.ukcisa.org.uk/](http://www.ukcisa.org.uk/) <http://en.unesco.org/>

# Useful Links

Student Finance

[www.gov.uk/contact-student-finance-england](http://www.gov.uk/contact-student-finance-england) Student Services Centre

[www.manchester.ac.uk/studentservicescentre](http://www.manchester.ac.uk/studentservicescentre)

Student Support Hubs

<https://www.studentsupport.manchester.ac.uk/support-hubs/>

Placements and International Programmes Office

[www.goabroad.manchester.ac.uk/](http://www.goabroad.manchester.ac.uk/)

# If you have a query which is not answered here, please contact [studentsupport@manchester.ac.uk](mailto:studentsupport@manchester.ac.uk)

Please note that the information in this guide is intended for Students applying for finance through the Student Finance England system, if you have applied for funding through the Welsh, Irish, Scottish or EU systems the regulations may differ.

*We have made every effort to ensure that the information contained in this leaflet is accurate however, we cannot be held responsible for any omissions or errors.*