



**Isle of Man  
Government**

*Reillys Ellan Vannin*



## **A Guide to Student Awards for New Students**

Department of Education, Sport and Culture  
*Rheynn Ynsee as Paitchyn*

March 2023

# CONTENTS

	<b>Page</b>
<b>1 Introduction</b>	3
<b>2 Eligibility for an award</b>	3
2.1 Residency	
2.2 Academic qualifications	
2.3 Age	4
2.4 Courses eligible for support	
<b>3 Financial support available</b>	4
3.1 Tuition fees grant	
3.2 Maintenance grant	
<b>4 Contributions and Loans</b>	5
4.1 Student contribution to tuition fees	
4.2 Loans to cover student contribution	
<b>5 Applying for a student award</b>	6
5.1 Completing the application form	
5.2 Documents to submit with your application	
5.3 When to apply	
<b>6 Payment of grants</b>	7
<b>7 Withdrawal of an award</b>	8
<b>8 Requesting a review</b>	8

# 1. Introduction

This guide provides a general outline of the funding available for students commencing the first year of their course in the 2023-24 academic year. This information is provided for guidance only as each applicant must be assessed on individual circumstances, in accordance with the details provided in their application and the Education (Student Awards) Regulations 2020. Applicants should read this guidance before making an application for an Award.

Particular attention should be given to the sections explaining the [contribution](#) you will need to make towards your tuition fees and the availability of [loans](#) to cover this contribution.

Students seeking further advice or more detailed information should contact the Student Awards Team for assistance:

Email: [studentawards@gov.im](mailto:studentawards@gov.im)

Web: <http://www.gov.im/student-awards/>

# 2. Eligibility for an Award

Support under the Student Awards Regulations is only available to students meeting the required criteria in terms of [residency](#), [academic qualifications](#) and [age](#).

## 2.1. Residency

You must be ordinarily resident in the Isle of Man for a period of not less than 4 years immediately before the beginning of the first year of the course and continue to be resident for the duration of the course.

A student resident for less than 4 years immediately prior to the start of the course may also qualify by having a total of 10 years residency throughout their life, providing at least 2 of those years fall immediately prior to the start of the course.

A person is ordinarily resident in the Island if he or she voluntarily, and for settled purposes, lives in the Island for an appreciable period (a minor who lives with his or her parent is considered to be living voluntarily where the parent lives).

## 2.2. Academic Requirements

Even if you have been unconditionally accepted by the university that you wish to attend, you also need to meet the Department's academic requirements in order to qualify for support.

University first degree or comparable course	80 UCAS points from qualifications equivalent to GCE A-level (A2) or AS-level, or an International Baccalaureate Diploma  (Please note that the Department of Education, Sport and Culture Student Awards will only count the Tariff points of an AS qualification if you have not completed an A level in the same subject)
Postgraduate courses	PhD
University first degree or comparable course	MA/MSc/PG Diploma/GDL/PGCE

## 2.3. Age

The type and level of support available is dependent upon your age, as detailed below,

Range	Support Available
Under 18	See below
18 and over	Tuition fees and means tested maintenance grant

If you are under 18 years of age at the beginning of your course, support may be available to study off-Island, providing a similar course is not available on the Isle of Man. Note, however, that the Student Awards Regulations do not provide support for students under the age of 18 for further education courses at the University College Isle of Man, although qualifying students may be exempt from paying course fees. Refer to the University College website for further details:

<https://www.ucm.ac.im/about-ucm/course-fees-and-regulations/>

## 2.4. Courses Eligible for Support

The following full-time courses are supported:

- HND, Foundation Degree or Diploma of Higher Education.
- First degree course, such as BA, BSc or BEd
- MA, MSc, Postgraduate Law Course, Postgraduate Diploma, PGCE or PhD.

Support may also be provided for certain full-time courses at the University College Isle of Man, including 'A' levels, GCSEs and vocational qualifications.

Assistance towards tuition fees only may be provided in respect of the following part-time courses:

- Part-time degree course at the University College Isle of Man;
- A degree course or a module thereof provided by the Open University or similar accredited provider.

If you are in any doubt as to whether the course you wish to study will be supported, please email the Student Awards Section at [studentawards@gov.im](mailto:studentawards@gov.im) for clarification.

## 3. Financial Support Available

Subject to eligibility and personal circumstances, financial support is available consisting of 2 main elements:

- A [fees grant](#) to cover your tuition fees (subject to the limits and contributions referred to below).
- A means-tested [maintenance grant](#) towards your living expenses.

The Department will also offer a [loan](#) facility to students to fund the annual £2,500 fees contribution.

### 3.1. Tuition Fees Grant

Providing you meet the eligibility criteria, the Department will pay your tuition fees for an [approved course](#), but less any student or means-tested [contribution](#) you are required to make.

The normal maximum limit for approved tuition fees is £9,250 per annum, inclusive of the student and means-tested contributions, but this may be varied where the Department considers it reasonable to do so, having regard to the maximum tuition fees and availability of other equivalent courses at publicly funded institutions within the British Islands.

If you are undertaking a course on a part time/distance learning basis, the fees grant may be reduced. For calculating the amount by which the grant is reduced, the Department takes into account the income of the student and the contributors.

Please be aware that certain institutions (Cambridge University, Imperial College London and the Liverpool Institute for Performing Arts) charge higher fees than the 'Island Fees' that most other UK institutions do. **Should you choose to study at any of these institutions, your tuition fee support will be limited as a result.**

### **Private/Overseas Institutions**

Support may be considered for a private or overseas institute but will be limited to a maximum of the tuition fees payable by the Department for an equivalent course at a publicly funded institute in the UK. **Tuition fees for such institutions must be paid in advance by the student before being claimed back from the Department.**

### **3.2. Maintenance Grant**

Subject to [means-testing](#), support may be available to assist you with your living expenses. The basic amount of grant payable in respect of full-time study is shown overleaf.

The maintenance grant is calculated according to the [contributor's income](#), the level of which is used to determine a [reduction figure](#). The amount payable is calculated by deducting the reduction figure from the basic grant.

Should more than one student from a particular household be at university at the same time, the reduction figure will be divided equally among each of the students.

## **4. Contributions and Loans**

### **4.1. Student and Means-Tested Contributions to Tuition Fees**

For all off-Island undergraduate and postgraduate degree courses students will be required to make an annual contribution of £2,500 towards their tuition fees. A loan facility will be made available to students by the Department to cover the cost of this contribution.

Where your contributors' [total gross income](#) exceeds £112,000 per annum, an additional contribution is required. This means-tested contribution is set at 35% of that part of gross income above £112,000 up to a maximum contribution of £6,750 per student. This additional contribution is payable by the student and/or contributors and is not covered by the [loan scheme](#) operated by the Department.

<b>Level</b>	<b>Contribution Type</b>	<b>Annual Contribution</b>
Undergraduate and Postgraduate	Universal	£2,500
	Maximum means-tested	£6,750

## **4.2. Loans to Cover Student Tuition Fees Contribution**

The Department can provide a loan to cover the universal contribution towards fees (£2,500). The loan is interest free until you complete your studies. At which time, interest is charged annually at the Bank of England Base Rate plus 2% (as of 1 July each year).

**Further information on the loan scheme is available from our website.**

## **5. Applying for a Student Award**

### **5.1. Completing the Application Form**

Following completion of your on-line application, you will be sent an e-mail confirmation. For 2023-24 the on-line application is the first stage of a 2 phase process:-

Phase 1 – Collection of core information (to aid provisional awards) etc:-

- Contact details
- Course & University details
- Estimated levels of assistance (tuition fees/maintenance grants)
- Bank details

Phase 2 – Verification of eligibility (confirmation of award)

- For students studying off Island and/or students requesting a maintenance grant, it is necessary to provide details of parents' ('contributors') income to estimate the extent of assistance available to you. This will require submission of tax assessment notices as supporting evidence.

### **5.2. Additional Information**

To help us determine the amount of award you are eligible for, the Department will need you and your Contributors to provide documentation in support of the details supplied in your application.

#### **(a) Verification of Income**

A copy of the Income Tax Resident Assessment Notice is required for each of the contributors in respect of your application.

If the Assessment Notice is not available at the time of your application, this needs to be submitted as soon as possible in order to prevent undue delays in the processing of your application.

If you qualify as an Independent student, the Department requires a copy of your own Assessment Notice plus that of your spouse, cohabitant or civil partner, if applicable.

If a contributor has an income that is derived partly or wholly from a business, or businesses, or a part or controlling interest in a company or trust, they need to submit the following in addition to a copy of the Assessment Notice:

- Audited or certified trading, profit & loss account;
- Audited or certified balance sheet;
- Income Tax Computation.

Please note that the final grant payment will not be distributed until the relevant Assessment Notice(s) has been received by the Department. Also, please be aware that support may have to be reduced or reclaimed should the estimated income figures listed in the original application form prove to be inaccurate once the income verification process is completed.

## **(b) Verification of Status**

If you are claiming Independent status, the Department may ask you to provide additional documents in order to verify your claim, for example, a copy of your marriage certificate to verify that you are married or a copy of your passport to verify your age.

If your parents are divorced or separated, the Department may request to see documentary evidence of your parents' status.

## **(c) Validation of Qualifications**

You will need to submit a copy/screenshot of your educational qualifications. If these are not available at the time of application, they should be forwarded to the Department as soon as possible after you receive your results.

## **(d) Confirmation of Acceptance**

You will need to submit a copy/screenshot of your Unconditional acceptance or admission letter received from your institution, as confirmation that you have been offered a place onto the course for which support is being requested.

## **5.3. When to Apply**

Your completed application form **MUST** be submitted to the Student Awards Section by **31<sup>st</sup> July, 2023**. The Department cannot guarantee that applications received after this date will be processed prior to you starting your course. This may lead to the delayed payment of any maintenance grant that has been awarded along with problems in paying the tuition fees to the universities and colleges.

## **6. Payment of Grants**

### **6.1. Fees Grant**

For full-time courses within the UK, the tuition fees grant will be paid directly to your university. If you are taking out a Student Tuition Fees Loan to cover your fees contribution of £2,500, the Department will automatically include this with the amount it pays to the university.

Should you choose to fund the contribution yourself, or where there is an additional means-tested contribution, due to gross income exceeding £112,000 per annum, you or your contributors will need to agree separate payment terms with your university's finance office.

For Private/Overseas Institutions and Part-Time/Distance Learning Courses, you will be required to pay your tuition fees **in advance**. The fees will then be refunded by the Department on production of a receipted invoice and, in the case of an overseas institution, confirmation of payment from a student's or parent's bank account showing the exchange rate used in the transaction.

### **6.2. Maintenance Grant**

If you qualify for a maintenance grant, this will be paid in termly instalments, generally at the beginning of each term. This will be by BACS direct credit into your bank account.

## **7. Withdrawal of an Award**

Should you withdraw from your course, **you must notify the Student Awards Section as soon as possible**, giving your reasons for withdrawal.

The Department may withdraw all or part of your award should you fail or withdraw from your course, or if your progress, conduct or attendance is unsatisfactory. In such circumstances, you will be required to repay any fees or grant paid in respect of the withdrawn award.

Note that both you and any contributors in respect of your application are jointly liable to repay an award in the event of a repayment being requested by the Department. You should, therefore, ensure that the contributors are informed of any changes in circumstances that might affect your award.

## **8. Requesting a Review**

Your application will be processed by officers of the Student Awards Section in accordance with the Student Awards Regulations. Should you feel that your application has not been dealt with correctly under the Regulations, you can request a review, which will be carried out by a senior officer.

Should you still be aggrieved by the decision following the review by a senior officer then, providing your application has not been rejected on the grounds that the course is not approved for the purposes of the Student Awards Regulations, or you do not classify as an eligible student, a further review of this decision can be requested. This will be heard by the Student Award Review Panel, consisting of a political Member of the Department and 2 Education Council members.

It would greatly assist in this process if you could make sure that the reasons for requesting a review are given clearly and you supply supporting evidence, where necessary (e.g. additional information not included in your original application).

A student is not eligible for support if they have previously commenced a course at the same or a higher level.



The following table shows a selection of individual qualifications and their levels within the RQF.

		UNIVERSITY	
LEVEL 8	<b>Doctorate</b> PhD		
LEVEL 7	<b>Master's Degree</b> MA, MSc, MPhil		
LEVEL 6	<b>University Degree</b> BA, BSc		
LEVEL 5		<b>Foundation Degree</b> FdA, FdSc	<b>HND</b>
LEVEL 4			<b>HNC</b>
LEVEL 3	<b>A-Level</b>	<b>A2</b>	<b>AS</b>
		<b>L3 Extended Diploma</b> (National Diploma)	<b>L3 Diploma</b> (National Certificate)
LEVEL 2	<b>GCSE</b> Grades A-C	<b>L2 Diploma</b> (1st Diploma)	
LEVEL 1	<b>GCSE</b> Grades D-G	<b>L1 Diploma</b> (Foundation)	
ENTRY LEVEL 3	<b>Key Stage 3</b>	<b>E3 Diploma</b> (Foundation)	
SCHOOL / 6TH FORM		F.E. COLLEGE	



Department of Education, Sport and Culture  
**Rheynn Ynsee, Spoyrt as Cultoor**  
Thie Slieau Whallian, Foxdale Rd, St John's IM4 3AS  
Email: [studentawards@gov.im](mailto:studentawards@gov.im)  
Web: <http://www.gov.im/student-awards/>