

University of Manchester

School of Nursing, Midwifery & Social Work

Process for short listing postgraduate applicants/students for an NHS Social Work Bursary

Background

On 27 May 2012, the Department of Health published a consultation paper "Reforming the Social Work Bursary: a paper for consultation". The consultation closed on 27 July. The paper included five options for reform. An announcement on the preferred option was made on 26 October. The consultation response document and impact assessment were published in May 2013.

The outcome of the consultation was a reformed bursary with a restriction on the number of bursary recipients from the 2013 academic year. The postgraduate bursary will continue to be available in both years of study. Students who do not receive a bursary may be eligible for a contribution to their travel costs for placements, subject to eligibility criteria.

New arrangements for 2013 academic year onwards.

The Department of Health will set an annual cap on the number of social work bursaries to be offered in each academic year for students undertaking social work qualifying courses at undergraduate and postgraduate levels.

The Social Work Bursary Monitoring and Development Group will oversee the process and review experience.

As this School of Nursing, Midwifery & Social Work only offers a postgraduate social work programme, reference is only made to postgraduate bursaries from this point onwards.

Selected postgraduates will receive the bursary in both years of study as currently.

Students who are outside the cap may receive a contribution to the cost of travel to their placement, subject to eligibility criteria.

For postgraduate students from 2013 academic year there will be a reduced number of bursaries available for students studying at postgraduate level. Where a student receiving a bursary under pre-2013 rules withdraws from their course, on their return to study they will be considered for further bursary under the new arrangements.

The postgraduate bursary will be retained as is and will comprise:

- The basic bursary including an indicative amount for practice placement travel expenses
- Contribution to tuition fees
- Disabled student allowance
- Income assessed maintenance grant
- Income assessed adults dependent allowance
- Income assessed parents learning allowance
- Income assessed Childcare allowance

- Different rates for London and outside London.

Criteria for short listing a student to receive a postgraduate bursary.

The School will be provided with the number of postgraduate bursaries available.

Students will be shortlisted by the School of Nursing, Midwifery and Social Work (using the inclusion criteria below – as suggested by the Department of Health). The student must also meet the separate eligibility criteria for the bursary as defined by NHS Business Services Authority (NHS BSA).

The School's shortlist of postgraduate students will be sent to the NHS BSA to be assessed for eligibility.

Students must apply to the NHS BSA for a bursary <http://www.nhsbsa.nhs.uk/825.aspx>.

Inclusion criteria

Students included on the bursary selection list should be prioritised for inclusion if they:

- Meet the outcomes set out at entry level of the PCF (Professional Capabilities Framework) which is owned by the College of Social Work (TCSW) on behalf of the profession; and
- Have experience of the sector eg. Work related, or user/carer experience; and
- Have other work/life experience related to the sector or likely to be of value to the sector.

If too many students remain after criteria are applied then a range of other relevant factors should be taken into account (eg grades/academic points, admissions criteria considered).

Therefore the School will prioritise those applicants/students who ranked the highest on their application **and** interview combined and who have accepted the University of Manchester as their firm choice. This may be dealt with in two stages where necessary, depending on the number of bursaries available, those applicants who apply through UCAS before 15 January may be given higher priority than those applying post 15 January. Any bursaries which may come available at a later date will be offered to the next person on the list, subject to eligibility.

If there are more applicants who meet the shortlisting criteria than there are bursaries available, then a 'waiting list' will be put in place.

If an applicant wishes to defer their start date this does not automatically transfer them to the bursary shortlist for the year they have deferred to. They will be ranked alongside applicants who will be commencing in the same year.

For those applicants who apply post 15 January UCAS deadline, should there be bursaries still available, applicants must have received an offer and accepted the University of Manchester as their Firm choice, and meet the school's short listing criteria by the date which the NHS BSA require the shortlist to be received (in 2013 this date was mid-July). If places are accepted after the shortlist has been sent off, offer holders will be included on a 'waiting list' should a bursary become available at a later date.

Notification to applicants that they have been included on the School's short list to be sent to NHS BSA

A letter will be sent from the School to those applicants informing them they have been shortlisted, but it is not a guarantee that they will receive a bursary. Official notification of receipt of a bursary will come from the NHS BSA.

For those applicants/students who will receive the bursary, notification will be sent to the NHS BSA once the student has commenced the course. NHS BSA will then make payments.