

Bristol School of Acting, G5 Temple 1852,
Lower Approach, Bristol BS1 6QA (Registered Office)

Bristol School of Acting, Silver Street,
Bristol BS1 2AG (Postal Address)

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Bristol School of Acting Ltd. Incorporated in England and Wales No: 13640052
V.A.T. Reg. No: 421786491

Degree courses delivered in partnership with:
Plymouth Marjon University (students enrolled Sep 2022 or later)
Bath Spa University (students enrolled before Sep 2022)

Bristol School of Acting Hardship Fund

The Hardship Fund is there to assist students who, due to unforeseen circumstances, find themselves in temporary financial hardship.

The Panel considers hardship to be where a student does not have sufficient funds to cover basic living costs such as food and rent in the immediate future and has no recourse to other funds.

The Committee Panel:

The committee is chaired by the Head of School, and comprises:

- Head of School (Stuart Wood)
- Course Coordinator (Joe Spurgeon)
- Course Leader (Matthew Humphreys/Mabel Aitken/Emily Greenslade/Ross Woods)
- Admissions and Student Support Officer (Lorin Henderson)

The Panel will meet as often as necessary for the timely consideration of applications, usually once or twice a term. It will also consider emergency applications when necessary.

Eligibility:

Applicants must be fully-enrolled students of the School registered on a validated higher education programme in an undergraduate or postgraduate capacity.

These funds are not available to "visiting students" or participants on other courses offered by the School not stated above.

Priority Groups:

The priority groups for the Fund are:

- Lone Parents
- Disabled students
- Care leavers
- Estranged students
- Carers

Application process:

The panel is empowered to make small cash awards in emergency situations (up to £500).

All applicants must complete the hardship fund application and provide supporting evidence of hardship including recent bank statements showing current balance, Student Loan Company documentation, and other sources of income.

A student may be expected to meet with a member of the panel (or nominee) either in advance of applying or as part of confirmation of an award.

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Application consideration:

Each application will be considered on its merits.

The Committee will consider:

- The circumstances surrounding a student's hardship
- A student's income and expenditure
- Bank statements showing balance(s) at time of application and other savings and other investments Any scholarship the student is already receiving from the School
- Any outstanding tuition fees owed
- Any hardship fund support previously awarded and any expectations set out when that award was made (eg seeking budgeting help, seeking paid employment etc)
- Any disability needs not covered by DSA.

The Hardship Fund will not provide awards for:

- Travel to home address (UK or abroad) except in extraordinary circumstances (e.g. serious illness of a relative, or death in a family)
- Competition fees or travel to competitions or similar
- Headshot photography
- Health & Welfare services that are already provided by the School
- Legal Fees
- Non-essential items

Awards will be capped at £500 per application. There is no standard award amount and an award to one student does not set a precedent in respect of an award to another student.

Students on Student Visas are enrolled by the School on the understanding that they have provided evidence, acceptable to the UK government, that they can support themselves and will have no need for recourse to public funds. A Student on a Student Visa may apply for the hardship fund, but the Panel will need to be assured of the unforeseen and temporary nature of the financial hardship.

Decision:

The offer of an award is entirely at the discretion of the Panel and the Panel's decision is final. However, an unsuccessful applicant may resubmit an application with new or additional information at any time.

Data Usage:

Data collected on the application form will be used solely for the purpose of assessing applications and for statistical, monitoring purposes and audit purposes. However, information provided in a statement that indicates a potential student welfare issue will prompt the Admissions & Student Support Officer to contact the student concerned. Supporting financial documentation will not be kept after a final decision on a student's application has been made and will be deleted at the end of each academic year.

Anonymised case studies of applications may be used for information and advice purposes to students, or for applying to external sources for the Hardship Fund.