

### 2015/16 Employability Work Placement Fee Waivers (UK Full Time Undergraduate Students)

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As part of MMU's commitment to **employability and widening participation**, we have agreed to provide a **tuition fee waiver** for up to **200 students** on their **work placement year** in **2015/16**.

This means that **if** you meet the eligibility criteria, the **£680 tuition fee** for your placement **will be paid for you**.

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**In order to be eligible for the MMU Employability Fee Waiver, you must meet all the following criteria:**

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- You are enrolled on a **4 year sandwich degree** spending **Year 3** on placement in the **2015/16** academic year.
- You are paying tuition fees of **£680**.
- You are commencing a **work** placement.
- Your **household income as at 31<sup>st</sup> July 2015 was** up to and including **£25,000** per year.
- In **2014/15** session you applied online to be income assessed by **Student Finance** at <http://www.gov.uk/studentfinance>.
- You have a **UK Student Support Number** (English, Scottish, Welsh and Northern Irish students).
- **Further terms and conditions can be found at the end of this document.**

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### How do I apply?

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- **You do not need to make a separate application to MMU.** All the information we require to assess you for the fee waiver funding was covered when you applied online to Student Finance for your tuition fee loan, maintenance loan or grant in **2014/15**.

- When making your application to Student Finance for **2015/16**, you have **consented to share your household income** details with MMU. If your parent(s)/guardian/partner has been income assessed to support your application, **they have given their consent to share as well**.
  - If you have **already submitted** your application, please **check** to ensure consent has been given to share the information with MMU. **If we cannot view your income, we cannot assess you for the fee waiver**. You can check your online account with Student Finance, or contact Student Finance on **0300 1000612**.
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## What Happens Next

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- If you are eligible for the funding **we will advise you during your online enrolment**.
  - If you have applied for a **tuition fee loan** to cover your placement fees (£680) **we will contact Student Finance on your behalf** and update them.
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## Terms and Conditions

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- You must complete the **full academic year** to be entitled to the funding.
  - You must **remain on your work placement year** away from the University. If you **return early** or **transfer to the full time route**, you will **no longer be eligible** for the funding.
  - If you **suspend your studies**, you will **not** be eligible for the funding when you **return to your course**.
  - If you receive funding which you are **not** entitled, your MMU finance account will be adjusted and you will have to **pay for your fees yourself** or by a **tuition fee loan**.
  - You will be eligible for **one** fee waiver only. No further funding will be given in the event you have to **repeat** your placement year.
  - Fee waivers will only fund your placement year where fees are **£680** and will **not** cover repeating **school or social work placements**.
  - If you have a **query** regarding your eligibility please contact a member of the **Student Billings team** on 0161 247 2937 or email [tuitionfeeng@mmu.ac.uk](mailto:tuitionfeeng@mmu.ac.uk).
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