

GRADUATION SUPPORT FUND 2022/23

STUDENT GUIDANCE NOTES

The Graduation Support Fund has been put in place to provide assistance to students who need financial assistance with the costs of attending graduation in May or November 2023.

Please read these guidance notes carefully before completing the Graduation Support Fund Application Form in Blackbullion. As part of the application you will be asked to tick a box confirming you meet the Eligibility Criteria which are listed below.

Eligibility

You must meet the eligibility criteria listed below to apply for assistance from this Fund:

Undergraduate Students

- You must be enrolled as a current student (students enrolled purely for resitting exams are not eligible) and expecting to graduate at a ceremony taking place in May or November 2023; AND
- You must be a UK student who is “not subject to immigration control” (this means if you are on a Student Route, Tier 4 or any other visa, or you are from a European Union country and do not have settled status in the UK you will not be eligible); AND
- Your Household income as assessed by Student Finance England (or equivalent) is zero or, if you are a part-time student, your only income is from means-tested benefits and you do not have any earned income; OR
- You are a care-experienced or estranged student, aged 25 or under; AND
- You state in your application what you need assistance with

Postgraduate Students

- You must be enrolled as a current student (students enrolled purely for resitting exams are not eligible) and expecting to graduate at a ceremony taking place in May or November 2023; AND
- You must be a UK student who is “not subject to immigration control” (this means if you are on a Student Route, Tier 4 or any other visa, or you are from a European Union country and do not have settled status in the UK you will not be eligible); AND
- Your only income is from means-tested benefits and you do not have any earned income; OR
- You are a care-experienced or estranged student, aged 25 or under; AND
- You state in your application what you need assistance with

If you do not meet all of these criteria your application will be rejected.

Sponsored students are not eligible.

How to Apply

Complete the online application at www.blackbullion.com

You will need to sign up using your ULaw email address as a user name.

Make sure you answer all the questions in the application.

You will need to confirm your name and course details first.

You will then be asked to confirm what help you need. You can select from the following:

- Graduation gown hire
- Guest tickets (Maximum of 2)
- Travel costs (Maximum of £50) – please note that travel costs are for the graduand only and do not cover guests. They will also only cover travel within the UK from your home to London to attend the graduation. Accommodation costs cannot be considered.

Evidence Needed

You need to upload the following:

- Student Finance England notification, clearly showing your Customer Reference Number and amount of Maintenance Loan received; OR
- Proof of receipt of means-tested benefits; AND
- Three months' bank statements for all accounts you hold

Finally, complete the declaration and then submit. Your application will then be sent to a member of staff for processing.

What happens next?

Once you have submitted your application and supporting evidence it will be reviewed by a member of staff.

If we need further information to make a decision on your application we will contact you via email.

How we assess applications

Firstly, we will check that you meet the eligibility criteria (student status and income details).

We will then undertake a simple financial assessment – this will look at the bank account balances available to you over the period of assessment. If you have, on average, more than £500 available to you, your application will not be successful.

You can expect to receive a decision within two weeks once we have confirmed we have all the evidence we need.

Payment of Awards

If you receive an award for graduation gown hire or guest tickets we will inform the Graduation Team on your behalf.

If you receive an award for travel costs, payment will be made into your bank account within 10 working days.

Reviews and Appeals

There is a Review and Appeals process if you are not happy with our decision. A copy of this can be found in the Student Financial Assistance Funding section of the Student Support Services page on the ELITE Institution page. A copy will also be sent to you if your application is unsuccessful.

Any Questions?

The Team are happy to help.

Please email studentsupportfunds@law.ac.uk

If you have any technical issues with making your application please contact the Blackbullion Support team at support@blackbullion.com