

NHS Business Services Authority

Student Services

**NHS Bursaries / Learning Support Fund Update
October 2019**

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1. Learning Support Fund - uptake

Item

Concerns raised regarding the take-up of LSF, particularly in relation to London universities.

NHSBSA Action

To provide figures on which institutions/geographical areas the majority of students were from, which professions had signed up, the percentage and what the difference is from previous (bursary) numbers.

NHSBSA (LR) response

The table below shows the number of students who have claimed LSF, by university and by LSF award element by academic year since LSF was introduced in 2017¹.

Institution	CDA			TDAE			ESF		
	2017	2018	2019	2017	2018	2019	2017	2018	2019
ANGLIA RUSKIN UNIVERSITY	162	303	7	78	148	26	25	25	4
BIRMINGHAM CITY UNIVERSITY	126	256	6	50	194	35	7	4	3
BOURNEMOUTH UNIVERSITY	60	101	2	75	211	28	3	6	0
BPP UNIVERSITY LTD	23	36	0	2	6	0	2	4	0
BRUNEL UNIVERSITY LONDON	1	2	0	5	67	15	0	0	0
BUCKS NEW UNIVERSITY	67	188	2	22	55	11	2	5	1
CANTERBURY CHRIST CHURCH UNIVERSITY	130	245	1	161	308	29	5	1	1
CITY UNIVERSITY LONDON	29	74	3	11	26	10	4	5	0
COLCHESTER INSTITUTE	0	0	0	0	0	0	0	0	0
COVENTRY UNIVERSITY	136	202	7	63	313	99	4	10	1
DE MONTFORT UNIVERSITY	75	122	8	69	178	18	5	6	0
EDGE HILL UNIVERSITY	95	206	3	70	216	56	1	1	0
KEELE UNIVERSITY	12	42	1	45	104	9	0	1	0
KINGS COLLEGE LONDON	30	92	1	9	38	17	5	13	2
KINGSTON UNIVERSITY	50	94	1	29	71	7	3	4	2
LEEDS BECKETT UNIVERSITY	19	35	2	21	90	11	2	5	2
LIVERPOOL JOHN MOORES UNIVERSITY	74	116	5	81	187	72	5	9	0
LONDON METROPOLITAN UNIVERSITY	0	7	0	0	0	0	1	0	0
LONDON SOUTH BANK UNIVERSITY	129	335	7	48	123	11	15	25	2
MANCHESTER METROPOLITAN UNIVERSITY	29	58	3	26	118	18	6	15	0
MIDDLESEX UNIVERSITY	83	183	2	9	26	5	22	52	6

¹ All 2019 figures are those received to date as of 25 October 2019

NEW COLLEGE DURHAM	9	21	0	1	1	0	0	1	0
NORTHUMBRIA UNIVERSITY	86	176	6	83	245	31	2	7	0
OXFORD BROOKES UNIVERSITY	48	118	1	60	191	18	4	9	0
SHEFFIELD HALLAM UNIVERSITY	89	222	3	132	491	172	7	13	3
SOLENT UNIVERSITY	0	3	0	0	1	0	0	0	0
ST GEORGE'S - UNIVERSITY OF LONDON	9	20	0	3	30	5	1	0	0
STAFFORDSHIRE UNIVERSITY	78	166	4	81	164	44	4	7	0
UNIVERSITY COLLEGE LONDON	0	3	2	0	12	3	0	1	0
UNIVERSITY OF BEDFORDSHIRE	78	155	2	7	40	9	0	5	0
UNIVERSITY OF BIRMINGHAM	3	7	0	54	119	20	0	0	0
UNIVERSITY OF BOLTON	73	177	3	4	16	3	1	4	2
UNIVERSITY OF BRADFORD	82	168	1	33	97	17	1	3	3
UNIVERSITY OF BRIGHTON	43	101	2	30	132	29	1	7	0
UNIVERSITY OF BRISTOL	0	0	0	1	0	0	0	0	0
UNIVERSITY OF CENTRAL LANCASHIRE	165	287	5	41	111	53	0	3	0
UNIVERSITY OF CHESTER	91	162	9	25	118	31	0	2	0
UNIVERSITY OF CUMBRIA	40	76	2	76	224	45	0	2	0
UNIVERSITY OF DERBY	88	258	9	101	212	43	1	9	3
UNIVERSITY OF EAST ANGLIA	40	83	4	156	346	62	1	2	1
UNIVERSITY OF EAST LONDON	46	103	1	1	32	6	2	7	0
UNIVERSITY OF ESSEX	27	107	3	26	121	28	0	4	1
UNIVERSITY OF EXETER	3	5	0	13	51	18	1	0	0
UNIVERSITY OF GLOUCESTERSHIRE	28	45	1	18	41	9	1	0	1
UNIVERSITY OF GREENWICH	67	194	6	16	34	8	1	3	0
UNIVERSITY OF HERTFORDSHIRE	88	167	5	144	389	54	16	7	1
UNIVERSITY OF HUDDERSFIELD	49	133	1	28	140	20	0	3	1
UNIVERSITY OF HULL	118	245	3	29	100	17	4	4	3
UNIVERSITY OF LEEDS	18	34	0	103	217	59	0	1	0
UNIVERSITY OF LEICESTER	8	15	1	1	1	0	0	0	0
UNIVERSITY OF LINCOLN	48	99	0	93	241	14	0	0	1
UNIVERSITY OF LIVERPOOL	7	14	0	95	259	64	1	0	0
UNIVERSITY OF MANCHESTER	35	61	0	54	165	22	0	1	0
UNIVERSITY OF NEWCASTLE	2	4	0	0	0	4	0	0	0
UNIVERSITY OF NORTHAMPTON	107	205	5	66	138	15	0	0	0
UNIVERSITY OF NOTTINGHAM	60	118	3	96	305	61	0	1	0
UNIVERSITY OF PLYMOUTH	153	264	3	289	513	79	2	6	0
UNIVERSITY OF PORTSMOUTH	29	55	1	112	190	13	1	1	0
UNIVERSITY OF READING	0	1	0	9	43	10	0	0	0
UNIVERSITY OF SALFORD	109	281	11	99	249	45	7	1	2
UNIVERSITY OF SHEFFIELD	10	28	0	33	79	14	0	1	0

UNIVERSITY OF SOUTHAMPTON	25	49	0	84	210	24	3	1	0
UNIVERSITY OF ST MARK AND ST JOHN	1	6	0	12	23	1	0	0	0
UNIVERSITY OF SUFFOLK	49	124	4	52	165	23	2	1	1
UNIVERSITY OF SUNDERLAND	61	133	6	4	21	8	4	9	2
UNIVERSITY OF SURREY	42	77	0	64	205	45	0	2	0
UNIVERSITY OF TEESSIDE	214	423	11	78	224	25	2	0	0
UNIVERSITY OF THE WEST OF ENGLAND	80	159	1	215	598	90	0	8	0
UNIVERSITY OF WEST LONDON	94	231	7	16	60	16	2	6	3
UNIVERSITY OF WINCHESTER	0	3	0	0	16	6	0	0	0
UNIVERSITY OF WOLVERHAMPTON	215	384	5	14	40	5	16	24	1
UNIVERSITY OF WORCESTER	49	119	2	71	175	18	3	5	0
UNIVERSITY OF YORK	14	29	1	95	209	25	0	4	0
YORK ST JOHN UNIVERSITY	4	11	0	37	90	18	1	2	0
Totals	4212	8826	195	3829	10373	1926	209	368	53
Grand totals	13,233			16,128			630		

2. TDAE claim form - wording

Item

Members agreed that the wording on the TDAE claim form for HEI's to sign was a challenge - i.e. cheapest form of transport etc.

Action

To be fed back to NHS Bursaries.

NHSBSA comment

The TDAE claim form has been updated for the 2019/20 academic year. A copy of this is attached for reference.

It should be noted that:

- The wording regarding 'the cheapest form of transport' is only included in the Student's declaration; HEI staff are not required to verify this when authorising the form, they are only required to confirm the costs the student has claimed have been reasonably and necessarily incurred;
- the requirement for students to use the cheapest form of transport, wherever possible, is as per Department of Health and Social Care Policy – see: www.gov.uk/government/publications/learning-support-fund-3rd-edition

3. TDAE – future methods for claiming

Item

Change to electronic TDAE claim forms due to manual forms being resource intensive for HEI's.

Action

NHSBSA to provide a timeline for when they are likely to consider moving to electronic claim forms

NHSBSA (LR) comment

We will be conducting a full end-to-end system review towards the end of 2019 and into 2020. At this stage we are unable to confirm exact dates or whether funding would be made available for a new system. However, we will keep the group updated with any developments.

4. LSF Guidance

Action

NHSBSA to confirm when the 2019/20 guidance would be published, and forward this information to ARC SAM members when received.

NHSBSA (LR) response

The NHSBSA publishes electronic-only versions of the following LSF guidance on our website:

- [Learning Support Fund guidance booklet](#)
 - [Completing your TDAE claim – A Guide for Students and Universities](#)
 - [Exceptional Support Fund – ESF Application guidance](#)
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5. Child Dependents Allowance (CDA)

Item

2018 figures indicated that around 8000 applications for CDA were not approved.

Action

NHSBSA to confirm the reasons for this, and to provide numbers to show how many were rejected across CDA, TDAE, ESF for the 2017/18 academic year

NHSBSA response

We have expanded this to show the total numbers of rejections per allowance, per academic year from 2017 to date. The final number of CDA applications rejected in 2018 was 5,737 rather than 8,000.

LSF award element	Applications rejected per academic year		
	2017	2018	2019
Child Dependants Allowance (CDA)	651	5737	2409
Exceptional Support Fund (ESF)	53	80	12
Travel and Dual Accommodation Expenses (TDAE)	257	657	179
Grand Totals	961	6,474	2,600

Whilst the NHSBSA does not record actual reasons for rejection, the most common types could include:

- Student ineligible to claim as they do not meet the [general LSF eligibility criteria](#)
 - Student not on eligible programme
 - Student not eligible for tuition fee and maintenance support from Student Loans Company
 - Student not in active study at time of claim
- **CDA-specific**
 - student has not shown they have parental responsibility for one or more children or the child they are claiming for is over 15 (or over 17 if child has special educational needs) at the start of the academic year;
- **TDAE-specific**
 - amount claimed for travel to placement is not in excess of their return daily travel to university
 - Accommodation costs invalid – e.g. not paying for dual accommodation
- **ESF-specific**
 - Claim not authorised by university
 - Incorrect or no evidence of income/expenditure included with claim form

6. Bursary extension request process

Item 1

Feedback for NHSBSA - requesting extensions to bursaries do not work well noting as there is an additional form for HEE sign off, as well as the BUR102 form for the HEI to submit. HEE sign-off could further delay the process.

NHSBSA (LR) response

Currently HEE sign-off is required due to the reduced availability of NHS Bursary funding. HEE approval should be sought prior to completion of the BUR form for all cases.

There will however be a natural end to this process as existing bursary-funded students complete training (etc). The issue has been fed back to DHSC who are looking at cut-offs for bursary extensions/repeat funding.

Item 2

Discussion took place regarding what was acceptable for a bursary extension. This varied from panel to panel or by region and there was a need for consistency.

Action – NHSBSA to share few case study examples.

NHSBSA (LR) response

The decision as to what is acceptable reason for a bursary extension is ultimately the decision of the relevant HEE office. When NHS Bursaries were first removed, HEE agreed a process/policy for what is/is not acceptable reasons for continuous bursary funding. The NHSBSA understands this was disseminated to all Regional HEE offices to ensure consistency in decision-making.

7. Future for NHSBSA at ARC SAMS

Item

Discussion took place regarding the future for NHS Bursaries at ARC SAM. The group agreed it was useful to get updates, and they should continue to be invited to future meetings. However, if they were unable to attend, it would be useful if Louisa could give the Chair some notes to enable further discussion and to drill down into some of the statistics and reasons behind them in into more detail

NHSBSA (LR) response

Louisa or representative will be happy to attend future meetings depending on the level of detail and information required for a particular meeting, and taking into account travelling time and cost due to distance.

8. NHSBSA Stakeholder Engagement

The NHSBSA continues to promote LSF and our other student funding activity as and when the appropriate opportunities arise. In 2019, we have continued our pro-active work with LSF on Tour, presenting sessions and manning information stalls to students and staff at over 20 universities to date.

In addition, staff have also attended sessions, meetings or taken part in:

- Student Money Week
 - What Career/What University Live
 - Office for Students
 - Higher London
 - Council of Deans of Health and;
 - NHS Careers
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