

# RAMBERT SCHOOL

## Rambert School Bursary Procedure

### 1. Background

Rambert School aims to widen access to the School and has a long history of providing Hardship / Maintenance bursaries to students. In certain cases, fee waivers will be considered if a student is ineligible to apply for full-time, higher education student finance to pay course fees. However, due to the limited financial resources of the School, applications may not be successful.

All bursary applications are treated in the strictest confidence.

### 2. Conservatoire Scholarship Scheme

As part of its commitment to widening access to those who might not have considered attempting a degree course in the past, the Conservatoire for Dance and Drama (CDD) allocates a proportion of the government teaching grant income to a Scholarship scheme.

To receive these scholarships, students must share their household income on the Student Finance portal. Those whose household income is below £25,000 will receive a minimum award of £1,500 and those with a household income of above £25,000 and below £42,875 will receive an award of up to £1,500.

### 3. Rambert School student bursary fund

The School's internal bursaries are awarded in response to formal applications submitted by students and have particular regard to an individual's personal income and outgoings. They are usually awarded to students who cannot apply for to the Conservatoire Scholarship Scheme, for example because they are from outside the EU or have a household income above £42,875. Applicants must send a letter of application to the Principal setting out their need for a bursary, backed up with three months of bank statements.

### 4. Application procedure

- 4.1 Students must be enrolled at the School to be eligible to apply for a bursary and should contact the Head of Admissions, Registry & Student Support in the first instance.
- 4.2 To apply for an award under the Conservatoire Scholarship Scheme, a student must inform the head of Admissions, Registry & Student Support that they wish to apply and must share their household income on the Student Finance portal.
- 4.3 If a student is ineligible to apply to the Conservatoire Scholarship Scheme, or needs additional financial support, they can apply for a bursary from the Rambert School student bursary fund in writing to the Principal. Applications should be submitted before the first Monday after February halfterm.

- 4.4 The Head of Admissions, Registry & Student Support is available to meet with applicants to help them complete the letter of application to the Principal. These are intended to provide a full picture of the student's income and outgoings and must be backed up with three months of bank statements.
- 4.5 Applications will be submitted to the Principal who may meet with the applicant to review it. Following this meeting, the Principal will meet with the Head of Admissions, Registry & Student Support and the Finance Director to discuss and approve the awards.
- 4.6 Bursaries will be awarded for one academic year only, not for the duration of the course. However, successful applicants may apply again the following academic year but will be subject to a means review. Applicants will receive notification of their award by email at the start of the summer term.
- 4.7 Applications for fee waivers will be made in the same way.
- 4.8 Both Conservatoire Scholarships and Rambert School bursaries are awarded and paid by bank transfer in May of each year, once all tuition fees for that year have been settled.