

## **MA Professional Dance Performance Fees and Bursary Policy**

### **1. Bursary, Fees and Costs**

1.1 This section sets out key terms and conditions relating to the MA Professional Dance Performance bursary arrangements. This Policy accompanies the 'MA Professional Performance Terms and Conditions for New Entrants from July 2019

1.2 It is important that you read this Policy carefully as this sets out Rambert School's and your respective rights and obligations including but not limited to circumstances in which you will reimburse to Rambert School sums paid to you by Rambert School. It also sets out the potential consequences if you fail to complete the MA Professional Dance Performance course, which includes Rambert School's ability to terminate your registration and this contract, and/or to withhold awards. In addition, non-payment of required fees, costs and/or charges that you owe to Rambert School could result in Rambert School taking legal action against you to recover outstanding amounts.

### **2. What the bursary covers/is intended to cover**

2.1 The Course Fees received by Rambert School that are covered by your bursary do not include some personal materials, such as practice clothes/kit and books. The remainder of the bursary is intended to assist students in covering costs associated with being a student on the MA Professional Dance Performance course, such as the remaining Course Fees, course materials, learning resources and assessment costs, though this is at the discretion of the recipient student. You will be expected to bear the cost of these from the amount of bursary you receive.

2.2 Additional funding, unrelated to the MA Professional Dance Performance bursary, may be available. For further information you should visit [www.gov.uk/funding-for-postgraduate-study](http://www.gov.uk/funding-for-postgraduate-study); please note that there may be deadlines to apply for any such funding.

2.3 The bursary is not intended to cover additional costs incurred by required travel for tours outside of London. When on tour outside of London, you will receive daily living expenses (per diems), and your travel and accommodation will be provided.

### **3. How your bursary is distributed**

3.1 The first instalment of the MA Professional Dance Performance bursary becomes payable on enrolment at the start of your course.

3.2 The total bursary amount is: £16,500, of which £1,500 will be retained by Rambert School to cover 50% of the course tuition fees, and the remainder of the bursary, £15,000 will be received by you.

**3.3** The schedule of instalments of your bursary is as follows:

Instalment 1	1 August 2019: (Enrolment on the course)	£5000
Instalment 2	1 December 2019:	£5000
Instalment 3	1 April 2020:	£5000

#### **4. Course Tuition Fees**

**4.1** The full Course Tuition Fee amount for the MA Professional Dance Performance course is £3000. As explained above, 50% (£1500) of this amount is automatically covered by your bursary. You are liable for the remaining 50% of the Course Tuition Fees (£1500). You may, should you choose, use part of your allocated bursary allowance that you will receive to cover the outstanding amount, however you are not obliged to use the remaining bursary amount to cover these fees and may pay them by alternative means.

**4.2** The full Course Tuition Fees are due by the date stated in your Offer Letter. Should you wish to use part of your bursary to cover the outstanding fees, you should contact Rambert School using the contact details provided in your Offer Letter.

#### **5. Your liability**

**5.1** It is your responsibility to cover any course-related fees<sup>1</sup>, costs or and/or charges you may owe Rambert School.

**5.2** It is your responsibility to ensure that all deposits, tuition and other fees and charges payable to Rambert School are paid when due. Your offer letter will state the amount of tuition fees that you will be required to pay. Where it is agreed that fees may be paid in instalments, these must be received on time. Late or non-payment may result in your removal from any instalment plan. Unless you have the prior written agreement of Rambert School to a different schedule of instalments, course fees must be paid in accordance with the schedule of instalments relating to your specific course, as outlined in your Offer Letter.

**5.3** Please note that in relation to any required course-related fees, costs or charges, and/or other costs/charges you may owe Rambert School, if someone other than you makes any payment, or agrees to make any payment, on your behalf, you remain liable for full payment until Rambert School has received cleared funds.

**5.4** If you do not pay course fees in accordance with these terms, Rambert School reserves the right to withdraw your place on the course, and/or suspend or withdraw you from the course until any fee debt is paid or cancelled by Rambert School in accordance with these Bursary Terms and Conditions. If you cease to be a student of Rambert School because for example you withdraw or Rambert School terminates your registration, you may still be liable for any course fees and/or other charges which are outstanding, in accordance with the Fees Policy.

**5.5** If you cease to be a student of Rambert School, because for example you withdraw or Rambert School terminates your registration, you will still be liable for any course-related fees, costs or charges, and/or other costs/charges which are outstanding, in accordance with these Bursary Terms and Conditions.

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<sup>1</sup> This may include the 50% remainder of tuition fees, which will be covered by your Bursary, in accordance with the terms set out in 3.2 of these Bursary Terms and Conditions.

**6. Cancellation of the MA Professional Dance Performance Contract ('MA Professional Dance Performance Terms and Conditions')**

- 6.1** If you cancel your contract within the 14 day cancellation period and are in receipt of part or all of the bursary for the MA Professional Dance Performance, you are required to reimburse Rambert School the amount of bursary received.
- 6.2** If you requested to begin the performance of services during the cancellation period, you shall reimburse the amount of the bursary which is in proportion to what has not yet been performed until you have communicated to us your cancellation of this contract, in comparison with the full coverage of the contract.
- 6.3** Please see the 'MA Professional Dance Performance Terms and Conditions New Entrants from July 2019' <https://www.rambertschool.org.uk/courses/ma-degree-policies-procedures/> for full details and for instructions regarding how to cancel your contract.

**7. Change in Registration / Withdrawal / Intermission from the course**

- 7.1** Rambert School reserves the right to vary the terms of the instalment schedule as necessary in the event of a change in the registration status of any student on the MA Professional Dance Performance course, including in the event of a student withdrawing from the course, intermitting their studies, or having their registration with Rambert School and the CDD terminated in accordance with section 6 of the MA Professional Dance Performance Terms and Conditions ('Termination of Contract and Enrolment' <https://www.rambertschool.org.uk/courses/ma-degree-policies-procedures/>).
- 7.2** Where you choose to leave the course or intermit on your course during the academic session, your account with Rambert School will be re-calculated accordingly and the School may require you to repay some or all of your bursary, in accordance with the schedule in the table below in Section 6.3 of this policy. You will have no claim to a refund for fees or other costs received by Rambert School from your bursary for any period for which you are registered during that session, or to any other fees/costs/charges incurred as a result of being a registered student on the MA Professional Dance Performance course.
- 7.3** Where you choose to withdraw from the course before completion of the programme, any future scheduled bursary instalments will normally be stopped and you shall not be entitled to receive any of these.
- 7.4** Where you intermit your studies, any future scheduled bursary instalments will be reviewed and the School shall determine whether any adjustment is required to the schedule (which may include the repayment of an instalment where appropriate). Students on the MA Professional Dance Performance course shall not be entitled to receive bursary instalments whilst their studies are intermitted or suspended.
- 7.5** For students who withdraw whilst a student on the MA Professional Dance Performance, any subsequent scheduled bursary payments will not be made following the withdrawal.
- 7.6** Where you choose to leave the course or intermit on your course during the academic session, your account with Rambert School will be re-calculated accordingly and the School may require you to repay some or all of your bursary, in accordance with the schedule in the table above. You will have no claim to a refund for fees or other costs received by Rambert School from your bursary for any period for which you are registered during that session, or to any other fees/costs/charges incurred as a result of being a registered student on the MA Professional Dance Performance course.

**7.7** Changes to the bursary instalment schedule (including where you may be required to reimburse Rambert School following withdrawal/suspension/intermission of your studies on the course) will be calculated based upon the date Rambert School is formally informed of the change in registration.

**7.8** For more details on the formal procedures for withdrawal or intermission please contact Judy Bowden at Rambert School [judy.bowden@rambertschool.org.uk](mailto:judy.bowden@rambertschool.org.uk)

## **8. Debts and re-enrolment following intermission**

**8.1** If you do not meet any additional required fees, costs and/or charges in accordance with these terms, Rambert School reserves the right to suspend or withdraw you from the course and/or to withhold awards until any debt owed to Rambert School is paid or cancelled.

**8.2** Students on the MA Professional Dance Performance course may not be able to graduate if they owe any outstanding fees/costs/charges to Rambert School.

## **9. Variations to terms for individual students**

**9.1** Variations to these terms, including variations to instalment plans and arrangements or decisions in relation to student debts and student hardship, must be formally negotiated in writing by the student or her/his nominated officer.

## **10. Further information**

If you have any questions regarding funding or fee payment, please contact Judy Bowden at [Judy.bowden@rambertschool.org.uk](mailto:Judy.bowden@rambertschool.org.uk)