



Queen Mary's College

**Financial Support for Students 2019/2020  
(Information detailed below tends to relate to the 2018/19  
release. It will be updated in June 2019 and posted to all  
applicants in readiness for enrolment.)**

The College is able to provide financial assistance to students who are in proven need. We help students who are care leavers, students looked after by the local authority, those in receipt of Income Support in their own right, and students who are disabled and in receipt of Employment Support Allowance *and* Disability Living Allowance. Individuals receive a hardship grant of £1,200 for specific costs such as transport, food, emergency accommodation, living costs and essential trips.

We are also able to support students where the proven household income is under £25,000. Items we can assist with include: bus passes, essential College trips, equipment, food, course costs, etc. All requests are dealt with on a case-by-case basis and amounts awarded will depend upon individual circumstances, commitment to College, attendance patterns, etc. For an application form please see our website [www.qmc.ac.uk/financial-support](http://www.qmc.ac.uk/financial-support) or contact the Help Desk on 01256 417500.

**Queen Mary's College Foundation**

The Queen Mary's College Foundation can provide financial support for young people who wish to further their education. Students must live in the Borough of Basingstoke and Deane or attend, or have attended, Queen Mary's College. The Foundation is an independent registered charity and applications are decided by a Board of Trustees which meets four times a year.

The Foundation invites students to make individual applications for support for any aspect of the cost of their study whilst at, or beyond, Queen Mary's College. Applicants will be expected to demonstrate financial need and the efforts they have already made to meet the costs. In addition, the Foundation provides Queen Mary's College with a cash fund to support students in cases of urgent and pressing individual need. Advice and application forms regarding support from The Foundation can be obtained by calling the Help Desk on 01256 417500.

## **Course Resources Costs**

Government financial support for students at colleges is structured differently from the support received in school. Students who are 16-19 years old, with full EU residence, have their tuition fees paid in full. However we do not receive funding to cover additional costs such as materials and trips. We therefore have an expectation that you contribute to these costs and ask you to budget to meet the expenses described in the booklet you will receive in June 2019. Resources costs can be paid at enrolment.

## **Personal Materials**

Students are expected to supply their own paper, writing equipment, folders, memory sticks, etc. These items, and much more, are stocked in the College Resources Centre at the lowest cost prices we can achieve through our bulk buying arrangements.

## **Books**

The College will loan books, where applicable, on a lesson by lesson basis for most courses without charge. However many courses require that students purchase their own editions which they can write in and keep for revision purposes. Where this is essential, English Literature and play texts for Performing Arts for example, we supply these at the most competitive prices we can achieve and include the costs within the course charge. Additionally the majority of Departments produce comprehensive and highly specialised workbooks and revision guides for students and, again, these are built into the charging structure. In both these cases we expect you to meet the costs. Departments may also offer students an option to purchase textbooks in addition to the above and details of these opportunities will be explained in class.

## **Additional Costs Associated with Particular Courses**

A table at the back of the booklet issued in June 2019 will give the minimum costs associated with each course. The amounts differ according to subject, ranging between £100 for some Art courses and £0 for some IT courses. The charges typically cover the cost of personal copies of books for annotation, study guides and unavoidable materials costs. If a Disclosure and Barring Service (DBS) Record is required for courses involving direct contact with children or vulnerable adults the charge is currently £55. This typically affects students on courses such as: Sport and Learning with Children, and some work experience. A statement of your selected programme and associated costs will be given to you as part of the enrolment process. An optional donation of £15 will be included in this statement. These additional contributions help us to fund an extended range of activities in ways that benefit the whole student body.

**If you have any concerns about meeting the resources costs described, please see the section entitled "Financial Support for Students" at the front of this booklet for information regarding advice and support.**

## **Other Costs**

### **Desirable Departmental Trips**

Many trips associated with courses are optional, but highly desirable enrichment experiences. These are not included in the course resources costs. All trips are charged at cost price or lower thanks to the support of Queen Mary's Foundation.

**Please note that all course fees must be paid in full before students are permitted to attend non-essential trips.**

### **Individual Instrumental and Vocal Tuition**

The College arranges for ½ hour peripatetic music lessons which currently cost £550 (2017/18 charge, this is likely to rise for the new academic year) for a block of 30. There is an option to pay termly (two post-dated cheques with the initial payment).

Some music courses attract tuition free of charge or at a subsidised rate. Details and application forms will be available at enrolment and at the start of term.

Students not on an assessed Music course at College are welcome to apply for tuition provided through this programme and will be charged at the full rate.

Instruments are not supplied and the College cannot guarantee that tutors for specific musical instruments will be available, or that tuition will be provided only within normal College hours.

Any student for whom the payment of these costs would cause hardship can apply to the College for financial assistance. Queen Mary's Foundation is prepared to consider requests for support.

### **Payment of Course Resources Costs – 01256 417518**

Payment of course resources costs should be made at enrolment. We are not generally able to give refunds but will consider each case individually. We will transfer/refund if course changes are made in the early weeks of term. Please contact the Cash Payment Point regarding refunds in the first instance.

Payment for other items throughout the year, such as examination re-sit fees, trips, etc, can be made in a variety of ways including: online via the College website [www.qmc.ac.uk](http://www.qmc.ac.uk) (you will be sent a password to enable access in late September if you are a first time user and you will find a user guide on the site). Payment can be made at the Cash Payment Point in the College Street. The opening hours are: Mondays to Fridays from 10am-2pm. Payments can be made by cash, cheque (made payable to "Queen Mary's College" and please write the student's name on the reverse), or credit card (not American Express or Solo). If you wish to make credit card payments by telephone you may be answered by voicemail at busy times; please leave your name and telephone number and we will return your call as soon as possible. The address for postal payments (cheques only) is The Finance Office, Queen Mary's College, Cliddesden Road, Basingstoke, Hampshire, RG21 3HF. Please keep receipts as proof of payment.