

# STUDENT MONEY ADVICE AND RIGHTS TEAM (SMART)

## ITT Subject Knowledge Enhancement (SKE) Training Bursary 2022/23

### **Please do not complete this bursary form if you are an overseas student**

To be eligible for an SKE bursary, SKE trainees must hold at least a 2<sup>nd</sup> class UK honours degree and must have firmly accepted a conditional offer of a place on an eligible ITT course via Apply (which may be a deferred ITT place) or received a recommendation of SKE via an HPITT provider for September 2023. The completion of an SKE course must be a specific condition/recommendation of the conditional ITT offer.

EEA and Home trainees must meet the eligibility criteria including residency and immigration status, as set out in the Education (Student Support) Regulations 2011, part two (eligibility). Student Loans Company can be contacted for further information on this. EU nationals, resident in the UK before the end of the transition period on 31 December 2020, who qualify for pre-settled or settled status under the EU Settlement Scheme, will continue to be eligible for home fee status and student financial support on a similar basis to domestic students, subject to meeting usual residency requirements. Overseas trainees are not eligible for SKE bursary.

SKE funding is available for courses of 8 to 28 weeks in the following subjects: biology, chemistry, computing, design and technology, English, languages, mathematics, physics, primary mathematics. SKE funding is also available for courses of 8 weeks in religious education. The SKE training bursary will reflect the FTE duration of the SKE programme, not the overall actual duration of the SKE programme.

Trainees who have obtained a direct matching degree in their chosen ITT subject in the previous 5 years are no longer eligible for SKE funding. For example, an ITT candidate with a mathematics degree awarded in the previous 5 years who has applied to study ITT primary/secondary mathematics would not be eligible for SKE funding.

**SKE bursary funding is £175 per week**, calculated based on full time equivalent (FTE) week which equates to 25hrs of weekly study completed, payable over the duration of the SKE programme in equal monthly instalments, provided the eligibility criteria is continuously met. The bursary payments will be paid by the 10<sup>th</sup> working day of the month, one month in arrears.

### **Bank Details**

If awarded, SKE bursary payments will be paid into the bank details provided on trainee's UEL Direct account. Trainees' bank accounts must be in the name of the trainee undertaking the SKE course. Payments will not be made to third parties. To securely upload bank details on UEL Direct:

**Step 1:** Login to My Record ([UEL direct](#))

**Step 2:** Click on My Payments

**Step 3:** Click on 'Bank Details – Add, Amend & View'

**Step 4:** Follow instructions to submit your bank details

**Step 5:** Once submitted you will receive an email that you must read and click on the 'Click Confirm' link (if this link is not received please contact the hub on 020 8223 4444 at once to inform and ask for the link to be sent to you manually by financial systems teams colleagues)

**Step 6:** Confirm the bank details you have submitted are correct, and a successfully completed email will be sent. **It is your responsibility to ensure that correct bank details are provided.**

### **Withdrawal**

Where a trainee starts but later withdraws from their SKE course, they will be eligible to receive the bursary for the portion of the SKE programme they have completed. e.g. if an SKE trainee completes 10 days with 35 hrs of SKE before withdrawing, they are only entitled to receive £175 for the 25hrs that is completed as bursary is not pro rata for partial week.

In the event of an overpayment for the training bursary due to a participant withdrawing before completing full weekly FTE hours, any overpayments for non-completion of FTE required study will be recovered. Trainees must inform their withdrawal to the [ittfunding@uel.ac.uk](mailto:ittfunding@uel.ac.uk) mailbox as soon as possible.

### **Application Forms**

Completed application forms must be emailed to [ittfunding@uel.ac.uk](mailto:ittfunding@uel.ac.uk) with a copy of degree certificate, and a copy of Biometric residency/settlement card for EU and non-UK nationals.