The Open University Hayes Postgraduate Scholarship

The Open University is a leading distance learning provider. Our flexible, innovative teaching fits around the lives of students who otherwise could not attend a campus-based university.

The Hayes Postgraduate Scholarship is launching in academic year 2023/24. It’s open for students who are commencing their first masters degree in the 2023/24 academic year (1 September 2023 – 31 August 2024). Eligible applicants may apply for a scholarship to fund the first 30 or 60 credit module registration of their chosen Open University masters degree within the School of Engineering & Innovation or the School of Computing & Communication. The scholarship will provide up to 5 awards per school, and are limited to the first module studied only, for masters qualifications starting in October or November 2023 of the 2023/24 academic year.

Terms & Conditions

These conditions contain the terms of the Hayes Postgraduate Scholarship. They set out the rights and responsibilities of each party which will apply in relation to your application for the scheme and, for successful applicants only, whilst you are a registered student. Please read these conditions carefully before you apply and make sure that you understand them.

A. Eligibility

1. In order to qualify for a scholarship, you must meet all the following criteria:

   - Be ordinarily resident in the UK and eligible for a UK fee
• Be studying your first masters degree starting in the 2023/24 academic year within the School of Engineering & Innovation or and the School of Computing & Communication, from one of the eligible qualifications listed (see Appendix 1 for the list of eligible qualifications)

• Fulfil the entry requirements for your chosen masters degree

• Meet the eligibility criteria for postgraduate funding applicable to your nation

• Have a personal annual income of not more than £25,000 or be in receipt of a qualifying benefit

B. Supporting Evidence

2. You will need to provide evidence of your annual gross personal income or a qualifying benefit to support your application (see Appendix 2 and Appendix 3 for further information).

C. Scholarship Awards

3. The scholarship is open for students who are commencing their first masters degree within the School of Engineering & Innovation or the School of Computing & Communication in the 2023/24 academic year.

4. Scholarship awards are limited to the first 30 or 60 credit module starting in October or November 2023 only, for your chosen Open University masters degree within the Engineering & Innovation or
Computing & Communication schools.

5. Scholarship awards are subject to you fulfilling the entry requirements of your chosen masters qualification.

6. Module places may be limited and receiving a scholarship does not guarantee a space on your chosen October or November 2023 module. You can secure a place on a module by making a reservation prior to receiving the outcome of your scholarship application. If your scholarship application is unsuccessful, you will not be under any obligation to make payment for your module to complete your registration unless you wish to.

7. There are up to 5 awards per school available to applicants that meet the eligibility criteria.

8. Fulfilling the eligibility criteria does not guarantee you success. To ensure support is allocated in accordance with the spirit of the fund, eligible applications will be reviewed by a panel who will determine which applicants are awarded a scholarship.

9. The scholarship will fund the first module, of either 30 or 60 credits, only. No further scholarship funding will be available for the remainder of the qualification. Students will need to review the postgraduate funding applicable to their nation and confirm they meet the eligibility criteria to secure their own funding to fund the remainder of the degree.
10. In circumstances where you are required to repeat, defer or withdraw from a module, no further fee waiver will be offered. In exceptional circumstances, consideration may be given to the reasons which led to the repeat, deferral or withdrawal and additional waivers or a fee credit may be approved.

11. Decisions on exceptional awards will be made by the Chair, Bursary & Scholarships Management Group or their designated authority in line with the eligibility criteria for Discretionary Fee Credits detailed in the Fee Rules 2023/24.

12. Any awards made by The Open University as a result of inaccurate or false information submitted by the applicant will be recovered from the applicant.

13. Cash alternatives will not be available.

D. Applications

14. Applications can be submitted by email to fees-fs-bursaries-scholarships@open.ac.uk or by post to:

Student Fees

The Open University

PO Box 6055

Milton Keynes

MK10 1NH

15. The deadline for applications is midnight on 2 August 2023. No further
applications will be accepted after this date.

16. It is your responsibility to provide all supporting evidence for your application by the advertised deadline. We reserve the right to request additional evidence from you. Failure to submit all required evidence may cause a processing delay and could lead to your application being declined.

17. Only one application per person. In the instance that more eligible applications are received than scholarships available, a specialist panel will review the supporting statements (Section 2.5 of the application form) accompanying each of these applications to determine which applicants are awarded a scholarship.

18. Applications on behalf of another person will not be accepted.

19. Successful applicants will be notified by email on or before 21 August 2023.

20. The Open University accepts no responsibility for applications that are lost, delayed, misdirected, incomplete or cannot be delivered.

21. For you to be certain your application has been received you should send it using a signed for delivery service such as special or recorded delivery. Proof of postage using an unrecorded delivery service cannot be considered proof of delivery to The Open University. Applications must be received by midnight on 2 August 2023. Applications received after this deadline will not be considered.
22. If an applicant rejects the scholarship, fails to complete their registration for study for which the award was made or the application is in breach of these terms and conditions, the award will be forfeited, and The Open University shall be entitled to select another recipient.

23. The successful applicants may be offered the opportunity to take part in promotional activity related to the Hayes Postgraduate Scholarship such as attending fundraising events or taking part in forums.

24. The Open University shall use and take care of any personal information supplied to it as described in its Privacy Notice, a copy of which is available on request, in accordance with data protection legislation.

25. By submitting your application, you agree to the collection, retention, usage and distribution of your personal information in order to process your application and contact you.

26. The Open University accepts no responsibility for any disappointment incurred by the applicant as a result of entering the application process. The fund is discretionary, and the outcome following the selection panel is final.

27. The Open University will take all reasonable steps to continue the services offered as part of this scheme. There may be circumstances
outside of our control where we are unable to provide those services in full or in part for reasons such as fire, flood, pandemic, terrorist acts or industrial disputes. Where those, or similar, circumstances arise we will minimise disruption so far as we are reasonably able to.

28. Promoter: The Open University, Walton Hall, Kents Hill, Milton Keynes, MK7 6AA.
Appendix 1 – Eligible Masters Qualifications

Applicants must be studying one of the following:

- MSc in Computing (F66)
- MSc in Cyber Security (F87)
- MSc in Technology Management (F36)
- MSc in Engineering (F46)
- MSc in Environmental Management (F65)
- MSc in Systems Thinking in Practice (F47)

Appendix 2 – Personal Income

Types of income and evidence

Types of income and supporting evidence required for yourself.

Employment income

One of:

- Copy of P60 or P45
- Copy of pay slip from tax month 12 or tax week 52 showing ‘total paid to date’

Self-employment income

(estimate for 2022/23 if you are not sure, you must provide evidence of 2021/22 income)

One of:

- Copy of letter from accountant confirming income from self-employment
• Copy of HMRC tax calculation
• Copy of your P60, P11D or confirmation of earnings from chartered or certified accountant

Retirement or disability pension
• Copy of proof of amount and how often it is paid

Benefits income
• Copy of letter from Jobcentre Plus confirming amount and type of benefit (see the sections below on benefits to include/not to include as income)

Unearned investment income
(e.g. interest from bank or building society accounts, ISAs, shares)
• Copy of letter or statement from bank, building society or investment company

Unearned income from property rental or lodgers
• Rental income: Copy of tax calculation showing total property rental income
• Lodger income: Copy of signed letter from lodger confirming total amount of rent paid

Other income
(e.g. loans, bursaries, maintenance payments, redundancy payments)
• Copy of proof of other income including amount and date received
Benefits to include as part of personal income

- Contribution-based JSA/ESA
- Incapacity Benefit
- Maternity Allowance
- Statutory Sick Pay
- Carer’s Allowance
- Retirement Pension

Benefits NOT to include as part of personal income

- Disability Living Allowance
- Attendance Allowance
- Industrial Injuries Benefit
- Child Benefit
- Guardian’s Allowance
- Working or Child Tax Credits
- Higher Education Bursary paid to care leavers
- Personal Independence Payments
- Armed Forces Independence Payments

Appendix 3 – Qualifying Benefits

Qualifying benefits

- Income Support
- Housing Benefit (including Local Housing Allowance)
- Income-related Employment and Support Allowance (ESA)
- Income-based Jobseeker’s Allowance (JSA)
• Universal Credit

• A reduction under the Council Tax Reduction Scheme (students in Wales only)