



Bursary Policy

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Amendment History

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024/22	Removed reference to specific funds; removed reference to fees subsidy	23/6/22	



Bursary Policy

Introduction

1. The aim of this policy is to guide students in making a bursary application and to provide a clear framework for College staff awarding bursaries. Spurgeon's College has always reflected the generous nature of founder CH Spurgeon and still firmly believes that a lack of funds should not be a barrier to people being equipped for Christian mission and ministry.
2. The College has finite funds available for distribution as bursaries and these are drawn from the return on investments and restricted gifts from donors.

Decision making

3. Bursaries are awarded at the discretion of the Bursary Committee, which will normally be comprised of the:
 - Dean of Ministerial Formation and Development
 - Academic Director
 - Chief Operating Officer
 - Head of Finance
4. Bursary applications are means tested with reliance placed upon the integrity of students to provide accurate financial information. The Bursary Committee will weigh the applications against each other with an eye on the level of funds available at that time. The Committee will consider factors such as:
 - Academic potential and progress of the applicant
 - Efforts by the applicant to secure other funding
 - The payment history of the applicant (if currently studying)
 - The level of study – *a ministerial student studying at bachelors level is more likely to receive a bursary than an ordained minister working towards a PhD*
5. Certain funds that contribute to College bursaries have detailed restrictions. The Bursary Committee must have reference to these restrictions in their allocation of awards.

Timing

9. The cut-off date for bursary applications is **1st November** each year. Students entering the College during that summer are welcome to apply, as it will help with their financial planning. The Bursary Committee will meet and make its decisions on or around **15th November** each year.
10. It is possible that a second round of bursaries may be available within the academic year, dependent on funds, and students will be informed of this through announcements in Chapel, Moodle, emails, and printed notices.

Location and structure of forms

11. The bursary form can be found in Moodle (The College's virtual learning environment) under the Finance tab. Hard copies are also available from the Finance Office.
12. The form is divided into two sections, *expenditure* and *income*. It is important that applicants fill in the form honestly (particularly income) to give a true picture of their finances for the year. A total lack of income would need explaining on an accompanying note.
13. Applicants should note the clearly marked difference between *annual* and *monthly* figures required on the form. Assistance and clarity may be sought from the Chief Operating Officer or Head of Finance.