

2024/25

Progress to Postgraduate Award Procedure

EFFECTIVE FROM 1 AUGUST 2024

Summary

This document outlines eligibility criteria for Edge Hill Alumni, former ERASMUS+ and Study Abroad students who may benefit from a reduction in tuition fee when enrolling onto an eligible course in the academic year 2024/25. This benefit is reviewed annually and the University has the right to withdraw or amend this discretionary offer at any time for future study years.

Glossary of Terms

Bursary

a financial award made to students to support their studies; sometimes used interchangeably with 'scholarship'. For some professional programmes, a bursary may be provided from an external provider;

ERASMUS+

a former programme for EU students (prior to December 2020) who studied at Edge Hill University for one or two semesters;

Postgraduate Doctoral Loan Scheme

The scheme under which students starting a postgraduate Doctoral course could be eligible for a loan from the UK Government to help with course fees and living costs;

Postgraduate Masters Loan Scheme

The scheme under which students starting a postgraduate masters course could be eligible for a loan from the UK Government to help towards course fees and in some cases living costs;

Repeat Year

permission to undertake a full year or level of study as if for the first time, despite having previously undertaken part or all of that year;

Sponsor

an employer or other organisation that agrees to pay all or part of a student's tuition fee for a period of registration;

Study Abroad (students)

students who come to study at Edge Hill from a University outside the UK as part of their degree course. Study Abroad students can choose to study for a semester or for a whole academic year at Edge Hill.

Purpose

This procedure sets out the criteria for Edge Hill Alumni, former ERASMUS+ and Study Abroad students who may benefit from tuition fee remission and informs of specific programmes which are excluded from the fee remission offer.

Procedure

An Edge Hill Alumni, former ERASMUS+ or Study Abroad student could benefit from a reduction in tuition fee when enrolling onto an eligible full-time or part-time postgraduate programme at the University for the first time during 2024/25.

The offer is intended to be as inclusive as possible and is open to students who completed within the last two years and meet the criteria outlined below:

Edge Hill University Alumni

- with UK resident status. Exemptions to the UK residency criteria may apply for EU students who have settled or pre-settled status under the EU Settlement Scheme, or who are Irish nationals.
- holding an undergraduate award¹ at level five (for example Foundation Degree, University Higher Diploma) or at level six (for example BA, BSc or LLB), PGCE, PGDE or Postgraduate Diploma in Teaching (Further Education and Skills).

Former ERASMUS+ students

- with EU resident status.

Study Abroad students

- who have studied at least one semester with Edge Hill University at undergraduate level.

All students must

- have been registered on their final year of study (including registration for re-assessment purposes) and received confirmation of their undergraduate, PGCE, PGDE or Postgraduate Diploma in Teaching (Further Education and Skills) award from, and including, academic year 2022/23²;
- have responsibility for payment of their own tuition fee, meaning they must not be in receipt of sponsorship or a contribution towards their fee from external funding. Receipt of a postgraduate loan via the Postgraduate Masters or Doctoral Loan Scheme does not count as external funding for these purposes.
- be enrolled onto an Edge Hill University Postgraduate Certificate, Diploma, taught or research Masters programme³ or a Doctoral programme (PhD or Professional Doctorate) either full or part-time, commencing in 2024/25;
- be studying a minimum of 60 credits each academic year and have all modules confirmed at the start of the academic year⁴;
- have no outstanding debt with the University at the course start date;
- not be in receipt of staff fee remission.

¹ Excluding exit awards

² The academic year in which a student completes, is the year their degree is formerly awarded at an Academic Assessment Board

³ Excludes PGCE, Postgraduate Diploma in Teaching (Further Education and Skills), Integrated Masters, MSc Midwifery, MSc Nursing, MSc Advanced Fertility Practice, MSc Clinical Reproductive Medicine, PGDip Nursing, PG Cert Medical Leadership and MCh/MMed programmes

⁴ Exception is granted for PGCert SpLD Dyslexia, part time MSc Psychotherapy and Counselling, MRes, PhD and Professional Doctorate courses only, where course delivery does not allow for a curriculum of 60 credits

Subject to the above, Edge Hill students may benefit from 20% tuition fee discount. Entitlement will only be confirmed by the University following enrolment, once an assessment against all criteria has been undertaken.

By exceptional arrangement, 20% discount is also offered to Edge Hill students intercalating from MBChB Medicine to undertake postgraduate study. The following conditions apply:

Students

- will be invited to confirm their eligibility at enrolment to enable assessment of the remission.
- in receipt of staff fee remission do not qualify for the Progress to Postgraduate Award.
- will only be entitled to this remission for registration on one postgraduate programme only.
- previously awarded remission and who failed to complete or pass their programme will not normally be permitted the benefit again. However, postgraduate taught or research students transferring onto a different programme will retain their benefit, where it is a qualifying course.
- who have had their tuition fee modified or waived for an academic session following award of Recognition of Prior/Experiential Learning (RP/EL) will not be eligible to receive this remission. Students will also not qualify for future registrations on the same programme.
- The Progress to Postgraduate Award normally applies for the full duration of the programme, excluding any repeat years.
- If a sponsorship agreement is sought for payment of fees or an external bursary is awarded at any point prior to or during the programme, entitlement will cease and the full fee becomes payable for that academic session onwards.
- All students who fail to pay 1/3 of their annual tuition fee liability, within 30 days of the published first instalment date, will have their Progress to Postgraduate Award withdrawn without exception, and the full fee will become payable. For continuing students, this will apply from the current, registered academic session and all subsequent years of study. This benefit will not be reinstated following late payment.

For further information contact the Fees and Bursaries Team in Academic Registry at TuitionFees@edgehill.ac.uk.

Key to Relevant Documents

This procedure does not refer to other documents.

Annexes

This procedure does not contain any additional information.

Endmatter

Title	2024/25 Progress to Postgraduate Award Procedure
Policy Owner	Assistant Registrar: Fees and Bursaries
Approved by	Pro Vice-Chancellor University Secretary
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