

2nd Attendance Confirmations

As you are aware, institutions are now in a position to confirm attendance in respect of 2nd instalment of Tuition Fees, following population of data since early January.

To date, approximately **700,000** Attendance Confirmations have been submitted and processed.

We would remind institutions that the 2nd instalment of Tuition Fees is scheduled for payment on the **5th February 2014**. We would ask that you schedule your confirmation returns between now and **Wednesday 29th January** to allow sufficient time to process all files received by that date.

AY 14/15 Courses Service

FULL TIME COURSE RETURN

The Full Time course return for 2014/15 Academic year opened for all English and Welsh institutions on the 14th October. Thank you to those institutions who have now completed their return.

If you have completed your submission, please could you ensure that any closed courses are promoted to “live” on the system and that you alter the predicted number of courses to match your actual number entered in order that you show 100% complete on the submission report.

For those of you, who have not completed, the 2014/15 Academic Year service is now open for new English domicile students so it is vital that this information is received to ensure your students can link successfully to your courses.

The 2014/15 Academic Year User Guide along with supporting guidance is available on the HEI Services website alongside the Courses Service eLearning Training Modules.

NHS INCOME ASSESSED BURSARIES

Non-repayable income assessed bursaries of up to approximately £3,500 per year are available from the NHS to students studying on NHS funded courses. Included in the 2014/15

Academic Year User Guide (pg10) is a list of the most common courses. Students selecting these courses will be automatically assessed for the NHS Income Assessed Bursary. If your

institutions course does not attract NHS support for your students HEIs should enter ‘**Non NHS Funded**’ in brackets after the course name when entering onto the courses portal.

Bursary Service - HEBSS and WBS

Institutions will shortly be able to update and submit their bursary rules for 2014/15 Academic Year.

If you require any advice or assistance in completing the process, or have any other queries with regards to set up for the coming year then please contact your Relationship Manager.

The E-Learning Modules and **updated user guide** will also be made available within the Bursaries homepage on the HE Portal which will take you through how to administer the process.

HYBRID CONTRACT

Subscribing institutions should now have received the new contract for the outsourcing of Bursary Administration Service as we align our previous two services.

The requested return by date has now passed and we would encourage institutions to return two signed copies of each contract as soon as possible. This contract is required to ensure that your service is available for the forthcoming 14/15 application cycle.

Student Support Official Statistics

The Student Loans Company website holds statistical information for Student Support awards (loan rates, loan take up, grants awarded, etc) on an academic year basis. The scope of the publication has now been extended to include part time Higher Education student support following the introduction of loans to cover fees for part time Higher Education students in England in 2012/13 academic year.

We will also be publishing an individual provider breakdown of three types of data:

- Payments of tuition fee loans to providers - number of students and payment amount
- Payments of maintenance loans to students - number of students and payment amount
- Payments of grants to students- number of students and payment amount

The payments of tuition fee loans will be split between payments on behalf of UK students and those on behalf of EU students

An individual provider will only be identified if they have more than 50 students in the presented data. A separate count will be given of the number of providers that have not been identified because they have 50 students or less in that group of data.

This data will be published and available via the website <http://www.slc.co.uk/statistics/national-statistics.aspx> on 28 January 2014 and will show the data for the three academic years 2010/11, 2011/12 and 2012/13.

If you require any further information, please do not hesitate to contact the HEI Services on hei_services@slc.co.uk

Save the Dates

Student Support Seminar Developing & Delivering Services 12 - 14 March 2014

This year's HEI Student Support Seminar will be held at The Palace Hotel, Manchester.

The Student Support Seminar will deliver a complete assessment of how we work with you, our delivery partners, to develop and deliver services to students and HE Providers. Our seminar is a key component of our engagement programme designed to maximise the effectiveness of how SLC and institutions interact to deliver student finance and HE funding services.

The programme will provide you with a full and comprehensive range of workshop options, plenary briefings and informal discussion sessions. Attendees will benefit from insight into the plans for developing and delivering student finance and fees systems for 2014/15 Academic Year, which will assist with the planning of administration and support functions in the coming year.

To benefit from the programme content, we would encourage attendance from student support managers and practitioners from the following areas:

- Finance
- Student Services
- Admissions
- Welfare and Technical areas

If you require any further information, please do not hesitate to contact the Events Team by email at events@slc.co.uk or telephone **0141 306 2154**

New Telephone numbers - Student Finance Wales and Northern Ireland students

Please note that Student Finance Wales and Northern Ireland have both launched new numbers for their customer helplines below:

Student Finance Wales number
0300 200 4050

Student Finance Northern Ireland
0300 100 0077

All websites have now been updated with the new numbers for students and 2014/15 applications and correspondence will also reflect this change.

Welcoming a New Relationship Manager

The HEI Services are delighted to welcome a new Relationship Manager, Amanda Thomson to the team. Amanda will be specifically dealing with Colleges, Teacher Training Centres and Alternative Providers in the HE sector.

Amanda brings with her a great depth of experience in the sector and is currently working on a programme of engagement and will be in touch shortly.

In the meantime, Amanda can be contacted at amanda_thomson@slc.co.uk or by telephone on 0141 243 3189

SIS Early Data Share

The Early Data Share project will provide institutions with earlier visibility within the Student Information Service of students who have been approved for funding, but have not yet returned their online declaration to SLC. This application work stage is known as 'approved awaiting signature'.

From Monday 27th January, students with an application status of Approved Awaiting Signature will be populated into the Student Information Service for 2013/14 and 2014/15 academic year applications.

This will allow institutions correct any application errors at an earlier stage as enhanced data will now be available for these students, including course and fee information.

Full guidance will follow shortly on this enhancement to the service.