

DE MONTFORT UNIVERSITY

ACCESS AGREEMENT 2010/11

The University's Access Agreement for 2010/11 is based upon its agreement for 2009/10, but modified following review. The provisions of the Agreement are intended to extend educational opportunity to the maximum number of students who are likely to succeed, by providing financial assistance to those whom we judge need it most. The main modifications to the previous agreement consist of:

- re-introduction of a 2-tier bursary scheme: £600 per year where household income is less than £40,000 and £300 per year where household income is between £40,000 and £50,020
- renaming of Opportunities Scholarships (for students entering on the basis of Access course qualifications rather than A-level scores) to Access Scholarships and removing the cap on numbers
- extension of the Looked-after Children bursary to include estranged children.

All other OFFA-related financial provisions remain.

The purpose of these changes is to focus support more exactly on students who are educationally, financially or socially disadvantaged.

In addition the value of and the criteria for the Academic Scholarship will be raised and the Creative Industries Scholarship will be removed.

Returning students will continue to receive the benefits of the Access Agreement obtained when they started their programmes, subject to the following increases to fees and to bursaries for 2010/11:

- Tuition fees: £3290
- Bursary for students starting in 2009: £515
- Bursary for students starting in 2008: £420
- Bursary for students starting in 2007: £340 for students in receipt of full means tested support, £575 for students in receipt of a partial means tested support

The provisions outlined below apply to all "home" status students on full-time BIS-funded programmes and on degree courses in Social Work starting from September 2010 onwards.

The amounts of money quoted are at 2010/11 rates unless otherwise indicated. Student Bursaries are subject to annual inflationary increase as they are based on Government income threshold levels for state support and will increase in line with any Government announcements. The value of other bursaries and scholarships will be reviewed annually.

1. Student Bursary Scheme

Any student with a household income of less than £40,000 entitled to means-tested financial support as calculated by the SLC (Student Finance England or other relevant funding provider) will receive £600 per annum.

Any student with a household income of between £40,000 and £50,020 entitled to means-tested financial support as calculated by the SLC (Student Finance England or other relevant funding provider) will receive £300 per annum

2. Looked-after (Care Leavers) / Estranged Children Bursary Scheme

Any student entering the University from care, or any student who has estranged status as defined by funding providers, will receive a bursary of £1000 per annum. This includes all children being looked after by a local authority at the time of application. In recognition of the work undertaken in this area the University has achieved the Frank Buttle Trust Quality Mark.

3. Access Scholarship Scheme

The University will provide Access Scholarships of £1000 per annum (excluding any placement year) for students entering on the basis of Access course qualifications rather than A-levels or other qualifications.

4. Academic Scholarships Scheme

The University will provide an Academic Scholarship of £1700 per annum (excluding any placement year) to any student admitted on the basis of at least 300 UCAS tariff points derived from 3 A2 Levels or other qualifications recognised for this purpose by the University (350 UCAS tariff points for the Advanced Diploma, Distinction in Art and Design Foundation course). No student can receive both an Academic Scholarship and an Access Scholarship.

5. Transition Support Scheme

A key component of the University's strategy for Widening Participation is the transition support service offered to prospective DMU students in schools and colleges. The University wishes to make Higher Education and DMU a real option for students with little or no family participation in HE.

Key features include:

- Transition support from HE guidance workers to develop skills and enable smooth transition to HE through increased awareness of the different learning styles required at this level.
- The scheme combines the ethos of widening participation from non-traditional groups with the concern for ensuring the quality of student intake.
- The guidance package also addresses the concern that students from non-traditional backgrounds may be less well-prepared for university and at an increased risk of withdrawal.
- We continue to evaluate the transition support model for its wider applicability to student support – particularly those activities concerned with transition, induction and retention.

The cost of the scheme to cover student transition support over the three-year period is estimated at £100,000 per annum.

In the context of this agreement, DMU already spends over £0.78 million per annum in student support relevant to students from underrepresented groups. This includes provision in Student Services such as Disability Advice and Support, and includes the Transitions Support Officer for Disabled Students as well as the Transitions Team and the Money and Welfare team. Through the Library there is extensive provision from the learning support centre and library service support. Income from variable fees enables us to continue to expand such facilities.

The Transitions Team works with applicants who are 'at risk' of early withdrawal or non-completion due to not making a successful transition in Higher education study and the team aims to support successful transitions from FE to HE. This support continues in the form of mentoring through the first term at university working closely with the student and faculty colleagues to enable students to effectively settle into university life.

The Transitions Support Officer for disabled students has worked with over 250 applicants to enable more effective entry and support whilst at the university. Our distribution of the Access to Learning Funds – at circa £0.6million for 2008/09 – makes a significant impact on student retention.

6. Provision of Information to Students

The University has developed a comprehensive communication and information strategy in relation to tuition fees, bursaries and scholarships. The strategy comprises a fully integrated marketing campaign to promote the University's bursary and scholarship offering to the relevant target audiences. The main focus of this campaign is to provide clear and accessible information and guidance to prospective students, their families and teachers. The recent *Higher Expectations 2007/08* research project gathering the views of new undergraduates across the country found that DMU was rated third out of all universities for our bursary and scholarship offering. This clearly reflects the high levels of awareness of the University's offering.

The University is committed to ensuring that students are aware of, and receive, the financial support they are entitled to. In 2010/11 all DMU bursaries and scholarships will be automatically allocated ensuring all those entitled to the schemes benefit from them.

The DMU campaign includes:

- Up to date information featured prominently on the DMU website; www.dmu.ac.uk which is informed by market research
- Tailored presentations and guidance in our partner schools and colleges (approx 140 partners)
- Finance presentations during our University open days
- Top level funding information sent to every applicant 24 hours after receipt of their application in our Applicant Wallet
- A detailed DMU student funding guide sent following an offer of a place being made
- Sending information letters to applicants eligible for scholarships and bursaries
- A range of Money Matters leaflets

A key aim of the campaign is to eliminate confusion and anxiety amongst all groups but to assure less confident groups, in particular first generation students, that opportunities to study with us are not constrained by new financial packages.

The University will ensure that all students are clearly informed of the aggregate cost of tuition before they start their programmes and of the support available to them.

Student Services has worked with each Faculty on financial capability. The University is an early developer of the FSA's Money Doctors scheme, and this has been heavily promoted for students. This includes information on making the most of bursaries, scholarships and any other funding requirements as well as giving advice on budgeting and debt management.

7. Administration of Bursaries and Scholarships

The University has opted in to the bursary scheme operated by the SLC, and the awards are administered and managed by the Academic Registry supported by the Finance Office.

8. Partner Institutions

All DMU students, whether studying at DMU or at a partner institution, are eligible for the above schemes. Partner institutions running DMU programmes are able to offer further bursaries and scholarships from their own funds, in addition to the schemes detailed above. DMU notifies OFFA from time to time of such additional schemes as they arise.

Courses run at Partner Institutions beginning prior to September 2009 were all linked to a DMU Faculty (Art and Design / Business and Law / Health and Life Sciences / Humanities / Technology). However, from September 2009, DMU's Educational Partnerships division of the Academic Registry will be offering a validated services model allowing expansion of course provision to areas outside of DMU's direct academic expertise. This will lead to a broader range of, and wider access to, opportunities for learners. In 2009 HEFCE funded student numbers for this new scheme will be allocated directly to the Partner Institution. However, in the future HEFCE funded student numbers may also be indirectly funded through DMU which would make students eligible for all the schemes detailed above.

Partner institutions are:

1. Brooksby Melton College
2. Castle College
3. Confetti Institute of Creative Technologies
4. Grantham College
5. Lambeth College
6. Leicester College
7. Liverpool Community College
8. Matthew Boulton College
9. North Warwickshire and Hinckley College
10. Oxford and Cherwell Valley College
11. South Leicestershire College
12. Tresham Institute of Further and Higher Education

9. Outreach Activity

Our outreach activities can be divided into two categories: direct recruitment activity with Year 12 and 13 students in around 140 schools and colleges in the region and nationally, and aspiration and attainment raising activity with Year 7-12 students within regional schools and colleges.

9.1 Direct Activity

The majority of our recruitment-related school and college liaison work is carried out by our Student Advisory Service: a team of 4.5 full-time equivalent Student Advisors based within the Recruitment Team in the Department of External Relations. A further two staff focus on adult learners – prospective mature, part-time and postgraduate students. They work closely alongside our Widening Participation team and activities are supported by our Events Team. The central Recruitment Team then works in close collaboration with academic and admissions staff in our Faculties when subject-specific input is required.

The main objective of the Student Advisory Service (SAS), working at pre-application stage, is to generate full-time, UG applications for DMU. To achieve this, the team:

- Raises the profile of DMU within partner schools and colleges by providing generic HE advice and guidance through events, talks and many other interactions
- Informs students and teachers about the opportunities offered by DMU and inspires students and teachers with DMU's areas of distinctiveness and excellence
- Builds and maintains strong relationships with key staff/advisors within schools and colleges.

Once students have made an application, the Student Advisory Service hand over to Faculty teams (for conversion to enrolment) and, where applicable, to the Transitions Team in Student Services to ensure that those most at risk of not successfully engaging with HE are supported to make a successful transition to DMU (see section 7).

The Student Advisory Team currently works with around 140 partner schools and colleges across Leicestershire, Nottinghamshire, Bedfordshire, Derbyshire, Lincolnshire, Northamptonshire and Warwickshire. Activities vary according to the stage of the application cycle but typically include:

- *Why HE?* talks for Year 12 students
- *Student Finance* talks
- *Student Life* talks, delivered by one of our Student Ambassadors
- *Personal Statements* – generic advice for all students
- *Preparing for... Clearing, Admissions Interviews and/or UCAS Fairs*
- *About DMU* talks
- A range of subject-specific talks on request, on and off campus, often facilitated by a member of the central team but delivered by a subject academic or Faculty marketing/admissions team member (course talks, revision workshops, placement talks, taster lectures etc)
- Inward visits including HE Experience Days (typically campus tour, student life talk, taster lecture or seminar) and subject-specific visits and workshops.

In 2009/10 it is anticipated that the Student Advisory Service will:

- Deliver around 1000 talks and workshops for Year 12 and 13 students in schools and colleges
- Collect the data of around 3,000 individual prospective students via school and college visits for follow-up support and activities
- Host around 30 inward visits on campus (approximately 1000 individual students)
- Exhibit at 30+ UCAS fairs across the country and collect the data of circa 15,000 individual students

- Present to over 500 mature students studying Access to HE courses at regional colleges
- Host regular Advisor Days on campus for teachers and careers advisors
- Support the delivery of four annual University Open Days in Summer and Autumn each year, including at least two Saturdays to facilitate increased access for parents as well as students
- Arrange for students to attend specialist events on campus such as the Machinima festival and the Faculty of Art and Design's Degree Show.

In 2008, the team launched a new **Partnerships Scheme** (replacing older compact-type agreements) with a select number of schools offering enhanced HE information, advice and guidance for regional schools and colleges. Six schools and colleges are now signed up to this scheme.

Many of the schools and colleges with which we work are in inner city or inner town locations. Around 25% of our targeted students are from FE colleges. All of our work is with the public sector.

In 2009/10 we intend to extend our school and college work beyond the regions listed above. We aim to increase nationally the number of institutions we work with and support and advise more students (and their advisors) remotely via new technology solutions and other initiatives.

All of the above is delivered with a total budget of circa £126,000 per year.

9.2 Aspiration raising activity

Our aspiration raising activity is led by our Widening Participation (WP) team within the Department of External Relations. The main objective of the WP team is to raise the aspirations and attainment of local young people to encourage those, with the ability, to consider HE as an option for them.

We continue to work within the Aimhigher programme to provide participants each year with a number of aspiration and attainment raising activities. Under the Aimhigher brand DMU also works collaboratively with the other local FE and HE providers to offer a thorough representation and example of the FE and HE provision available with our region. Collaborative projects for further development include enhancing support for students with disabilities considering HE and support for Looked After Children, delivered by the Transitions Team in Student Services.

Much of the work of the WP team is externally funded (AimHigher, HEFCE, ESF) and as such, some activities are delivered in conjunction with the Universities of Leicester and Loughborough.

Activities typically include:

- Year 7 Problem Solving sessions for full year groups
- Tasters for Year 8 students, introducing them to the concept of HE
- Year 9 Roadshows – Aimhigher events run collaboratively with the Universities of Leicester and Loughborough
- Year 9 Visual CV Workshops helping students with their Year 9 option choices
- University Experience Days attended by Year 10 students
- Week-long Gifted and Talented drawing schools
- Year 11 Study Skills events for students entering their final GCSE year
- Masterclasses - subject specific sessions/study tasters for Year 11/12 students who fall within the *Gifted and Talented* cohort.
- Plus a range of additional regular events throughout the year such as parents evenings and dyslexia support evenings and one-off events with partner schools and colleges.

All outreach work is supported and enhanced by the employment of a team of trained Student Ambassadors who work with student groups at all stages.

A budget of circa £22,000 is allocated annually by DMU to undertake this WP work plus – in 2009/10 - £41,000 Aimhigher funding.

10. Disabled Applicants

In 2007/08 4.6% of our full-time and 2.3% of our part-time students were registered for the Disabled Student Allowance. We offer support at Open Days and make individual contact with applicants who have declared a disability during the application process. This is to take positive steps to seek and identify need, where appropriate, at an early stage and agreeing at that early stage any means of satisfying that need. This involves the Transitions Support Officer for Disabled Students working closely with applicants alongside the Faculty Disability co-ordinators. Support is seamlessly transferred to Disability Advice & Support in Student Services who then provide ongoing support in liaison with the Faculty Disability co-ordinators.

Current guaranteed provision for disabled students includes:

- Course handouts and exam papers in large print/alternative formats
- Ability to tape-record lectures and seminars with prior agreement http://mle.dmu.ac.uk/regulations/general/page_80.htm
- Loan of dictaphones and radio aids (a deposit may be payable)
- Individual examination arrangements, for example, use of computer; extra time
- Extended library loans
- Access in all libraries to specialist software and equipment, including Read and Write, Inspiration and Zoomtext. (www.library.dmu.ac.uk)
- Support and advice from Faculty Disability Co-ordinator and/or Disability Advice and Support in Student Services.

In addition the following are also available within the Student Services Centre:

- Alternative format for printed materials available, e.g. Braille, large print.
- Enquiry Centre fitted out with facilities for enquirers with disabilities, e.g. wheelchair access, hearing loop, text phone, confidential interview room.
- Provision of targeted printed material.
- 1 to 1 support available through appointments with the Transitions Support Officer for Disabled Students and a daily 'Ask Here' drop in service offering 15-minute quick query sessions for immediate concerns.

11. Milestones

1. Year on year maintenance at or above benchmark performance levels in relation to proportions of student population with regard to social class, ethnic make-up, low-participation neighbourhood background.
2. Take-up of bursaries and retention rates of students with bursaries, monitored annually in relation to estimates.
3. School and college interventions will be maintained at 1000 per year.
4. Annual setting and reviewing of targets and supporting activities.
5. The continuation of the current aspiration and attainment raising outreach activity and the implementation of new developments
6. Annual review by Academic Board of work of its Admissions Committee.

12. Monitoring Arrangements

Progress and success of these arrangements is subject to operational quarterly monitoring activity by a group chaired by the Deputy Vice-Chancellor linked to a review cycle appropriate to the nature of individual milestones. This group will prepare a formal annual monitoring report for consideration by the Board of Governors and the Academic Board.

13. Contact Information

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14. Scale of Bursaries and Scholarship Support to Students

Title	Estimated new 10/11	Number	Value (£) per year	Year 1 Cost (£)	Year 2 Cost (£)	Year 3 Cost (£)
DMU Bursary (£600)	2865	600	1,701,810	3,097,116	4,213,242	
DMU Bursary (£300)	271	300	80,487	146,421	199,287	
LA/E C Bursary	15	1000	15,000	30,000	45,000	
Access Scholarship	200	1000	200,000	370,000	525,000	
Academic Scholarship	692	1700	1,176,400	2,140,300	2,912,100	
Transition Support			100,000	100,000	100,000	
Totals			3,273,697	5,513,837	7,994,629	

15. Fees

The University intends to charge the full annual tuition fee of £3290 in 2010/11. In following sessions the fees will be adjusted in line with annual inflation.