## Manchester 10/10 Black Leadership Programme: Work Experience Bursary FAQs

## Who is eligible to apply for a M1010 Black Leadership Programme (BLP) bursary?

Any student who has been accepted on to the M1010 BLP can apply for a bursary of either £250 to support work experience of 15 hours or less or up to £500 to support work experience of 25 hours or more. This bursary award can be used to support rent payments, other accommodation costs and/or travel expenses.

## What can the M1010 BLP bursary cover?

The bursary can fund travel costs or accommodation costs or a combination of the two. It cannot cover the cost of food, clothing, travel visas, travel insurance or other incidental expenditure or living costs such as utility bills.

# Am I eligible to apply for any additional funding through the main Work Experience Bursary scheme?

Yes, you will be able to submit additional funding requests totalling a maximum of £500 during this financial year (before the end of July 2024) through our main Work Experience Bursary scheme (link). Please note that this additional funding is not ring-fenced and will be subject to availability. Our Work Experience Bursary funds are distributed until the end of each financial year or until the funds have been exhausted, whichever comes first. Please note that same conditions apply and the main Work Experience Bursary can only be awarded to support travel costs or accommodation costs or a combination of the two.

## Can I use the bursary towards my placement year / semester?

No. The work experience must not form an official part of your degree course.

## Can I use the bursary whilst completing an intercalation year?

No. The work experience cannot be used in conjunction with an intercalation year.

## Can I apply / use the bursary whilst I have interrupted my studies?

No. The work experience cannot be used if you have interrupted your studies.

## I will be undertaking an elective as part of my medicine/dentistry course. Can I apply?

No. As above, the work experience must not form part of your degree course. This is regardless of the elective being carried out during term time or the vacation period, either in the UK or abroad.

# My course has introduced a short work experience style placement. Does this qualify for a bursary?

Unfortunately not. The work experience must not form an official part of your degree whether taken during term time or vacation period.

## What can the bursary cover?

The bursary can fund travel costs or accommodation costs or a combination of the two. It cannot cover the cost of food, clothing, travel visas, travel insurance or other incidental expenditure or living costs such as utility bills. Please note that we also provide support to those students who may incur related care costs.

### I have caring responsibilities, can the work experience bursary cover care costs?

If you need financial assistance with care costs (including childcare), you should apply through the main Work Experience Bursary scheme. You can apply for up to an additional £500, subject to availability. The award of any funds from the main Work Experience Bursary scheme will be subject to the full Terms and Conditions.

#### I have just started my work experience. Can I make an application?

Yes, students who are in the middle of undertaking an opportunity can make an application.

### I have arranged an opportunity for 2025. Can I apply for a bursary now?

No. All applications must relate to work experience that is scheduled to take place before the end of September 2024.

### My work experience is taking place abroad. Can I still apply for a bursary?

Yes, there are no geographical limits. Working abroad is a great addition to a CV. It must however comply with any current Government travel restrictions. Please see our <u>Terms and</u> <u>Conditions</u> for details.

### Who makes the decision on my application?

As a M10/10 BLP student, you will automatically be eligible for either £250 or £500 award depending on the number of hours work experience you are undertaking. We do require you to provide a few details about this experience for our records only. If you apply for any additional Work Experience Bursary through the main scheme, this will be subject to the full Terms & Conditions and your application will not automatically be approved.

#### What are the closing dates for the scheme?

The bursary scheme runs until the funding has been exhausted or until June 2024, whichever point is reached first. We review applications every week during this time.

## If my application is approved how quickly would I receive the funds?

Once you have received notification of a Work Experience Bursary award, please allow up to 4 weeks for the funds to reach your account, although we do aim to complete this process much quicker. The team will advise you in greater detail about the timescales involved via email if you are successful.

## How do I provide proof of my work experience?

An email from your supervisor or manager confirming your work experience is often sufficient. Please include details such as pay rates and office locations in your application.

#### What evidence do you need to confirm how I have used my bursary?

At the end of your work experience, you will need to submit receipts to prove your travel and/or your accommodation expenditure for the total amount awarded to you. This can be a copy of your rental agreement, receipts for travelcard purchases or fuel.

Email <u>careersbursary@manchester.ac.uk</u> with any queries you might have about the Manchester 10/10 Black Leadership Programme Work Experience Bursary.