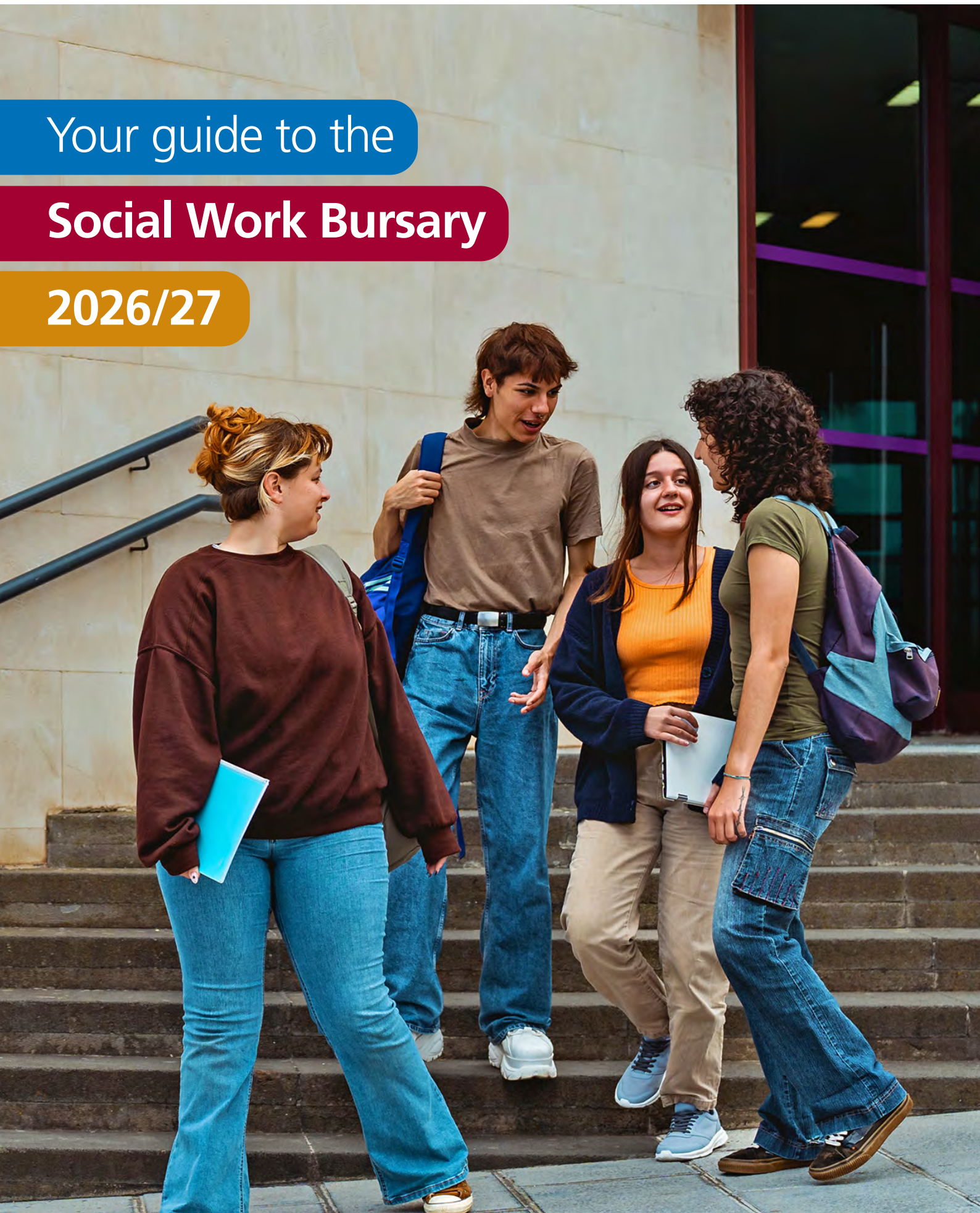


Your guide to the

**Social Work Bursary**

**2026/27**



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This guide applies to students on approved undergraduate and postgraduate social work courses. However, some of the guidance is different for these students, so please look out for **undergraduate/postgraduate** explanations where the guidance differs.



# Welcome

**This guide contains all the information you need to apply for your bursary.**

The Social Work Bursary (SWB) is administered by Student Services, part of the NHS Business Services Authority (NHSBSA). We are responsible for assessing applications, awarding bursaries, and making payments to eligible students on approved undergraduate and postgraduate social work courses on behalf of the Department of Health and Social Care (DHSC).

The public funds that the NHSBSA administer are strictly for the administration and payment of the Social Work Bursary. Any funds or money awarded is strictly set according to a student's assessed entitlement on behalf of the Department of Health and Social Care (DHSC).

The SWB is only available to students who normally live in England and who are ordinarily resident on the first day of the first academic year of their course.

Postgraduate students can apply for a bursary from their first year of study.

Undergraduate students can apply for a bursary from their second year.

Universities are allocated a certain number of SWB places by DHSC each academic year. This means we cannot guarantee that you will receive a bursary, even if you accept an offer of a place on an eligible course.

Further information about the capping process is set out on page 8.



# Eligibility

## Eligible courses

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You must be studying, or intending to study, on a university based social work course approved by Social Work England (SWE).

The SWB is only available to students who normally live in England and who are ordinarily resident on the first day of the first academic year of their course. If you usually live in Scotland, Wales or Northern Ireland when you are not attending your social work course, you should apply to your own national funding authority for support.

You must not already be a registered social worker and your course must lead to a first registration in that profession.

You will not be eligible if a social care employer is giving you:

- any paid time off to allow you to attend your studies
- payment of all or part of your tuition fees
- payment from a practice learning provider for undertaking placement duties for them.

In addition, students are not eligible if they are in receipt of funding for their social work course from any other public sector body.

This does not include Student Finance England, your university or college's own hardship funds or bursaries paid to care leavers or similar.

## Retainers

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If you are receiving a retainer from an employer or potential employer, it must:

- be offered as an incentive to engage in employment with the retainer provider once the recipient qualifies as a social worker, and not as support towards the recipient's social work training
- not be funded by the Department for Education (DfE).

## New SWB applicants

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If you will be:

- commencing a postgraduate level social work course which starts on or after 1 September 2026;
- or
- entering the second year of an undergraduate social work course in 2026/27 and this is the first time you are applying to us

Please refer to the residency information below before making an application for the first time.

## Continuing SWB students

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If you received SWB funding in a previous academic year - even if it was only the Placement Travel Allowance - you will already have demonstrated your eligibility and provided evidence of your identity and residency status.

As a continuing bursary student, you will not usually need to submit this information again unless your immigration status has changed. If it does change, you must inform us so we can ensure you are receiving the correct level of funding.

However, if your application was approved last academic year without the required evidence, we will contact you and request you to upload the necessary documents for audit purposes. This is to confirm both your past and ongoing eligibility for SWB.

See **'Changes you must tell us about'** on page 14.

Applicants must ensure that the name provided on the SWB application corresponds exactly with the name recorded by their University, so that personal information can be accurately verified. Any discrepancies may result in delays to the processing and release of payments.

# Residency criteria

## Information

The SWB is only available to students who normally live in **England** and who are ordinarily resident on the first day of the first academic year of their course. If you usually live in Scotland, Wales or Northern Ireland when you are not attending your social work course, you should apply to your own national funding authority for support. Links to these organisations are available at the back of this booklet.

## Undergraduate students entering course year 2 in 2026/27

If you were eligible for full loan support from Student Finance England in the first year of your course, you will normally be eligible for a SWB (subject to capping). We will ask you to provide all pages of your student loan award letter to confirm this when you apply.

If for any reason you did not apply for or receive SFE support, you must satisfy the relevant residence conditions below, and provide the relevant supporting documentation.

If you have been assessed as a Tuition Fee only student by the Student Finance Services you will not be eligible to apply for the SWB.

## Postgraduate students entering course year 1 in 2026/27

You must satisfy the relevant residence criteria described below to be eligible for SWB.

If you are living in England because you have moved from another UK country for the purpose of undertaking your social work course (or a further or higher education course immediately before that), you will be considered as being ordinarily resident in the country from which you moved.

## Your nationality or residency status

Your nationality, residency status and where you have been living prior to the start of your academic year may affect your eligibility for SWB. If you meet the relevant criteria, you may be able to receive SWB funding to help as follows:

- **undergraduate** students can apply for help towards their living costs
- **postgraduate** students can apply for help towards their tuition fees and living costs
- depending on their residency status, some **postgraduate** students may only be entitled to help with their tuition fees
- tuition fee support is not available for **undergraduate** students

## Getting help towards living costs whilst you study

The following must apply to you:

- you are studying on a **postgraduate** or **undergraduate** social work course in the UK
- you have been living in the UK<sup>1</sup>, the Channel Islands or the Isle of Man for at least three years before starting your course
- England is your home, for example, you live and work in England and have not moved there solely for the purposes of study

And you are one of the following:

- a UK national or Irish citizen
- settled under the EU Settlement Scheme
- granted settled status for other reasons in the UK

If you are a UK national who was living in the EEA, Gibraltar or Switzerland, you may be eligible for help towards your living costs from the SWB, but you would need to show that you have been:

- living in the EEA or Switzerland immediately before the end of the EU-exit transition period (31 December 2020) or
- resident in the UK having moved back from the EEA/Switzerland after 31 December 2017 or
- resident in the UK, Gibraltar, the EEA and Switzerland for three years immediately before the first day of the first academic year of the course; and you remained ordinarily resident in the UK, Gibraltar, the EEA or Switzerland between the end of the transition period (31 December 2020) and the first day of the first academic year of your course<sup>2</sup>.

You can also apply for help with your living costs from the SWB if you have been living in the UK, the EEA, Gibraltar or Switzerland for the past three years and you are:

- the child of a Swiss national and you have settled or pre-settled status under the EU Settlement Scheme
- an EEA or Swiss worker, or the family member of an EEA or Swiss Worker and you have settled or pre-settled status under the EU Settlement Scheme
- a family member of a UK National, both you and your family member must have lived in the UK, the EEA, Gibraltar or Switzerland for the past three years
- the child of a Turkish worker
- you must also have been living in the EEA or Switzerland on 31 December 2020, or in the UK having moved here from the EEA or Switzerland after 31 December 2017.

If you have one of the following UK residency statuses granted by the Home Office, you can apply for help towards your living costs:

- humanitarian protection or the family member of someone with this status
- Stateless Leave or the family member of someone with this status
- refugee status or the family member of someone with this status
- leave under the Afghan Relocations and Assistance Policy (ARAP) or the Afghan Citizens Resettlement Scheme (ACRS)
- Calais Leave or the dependent child of someone with Calais Leave
- indefinite leave to remain as a bereaved partner
- indefinite leave to remain as a victim of domestic violence or abuse (DVILR)
- you or your parent have been granted leave to remain under section 67 of the Immigration Act or the dependent child of someone with this status
- if you have been granted Leave to Remain, such as Discretionary leave, and you are:
  - under 18 on the first day of your course and have lived in the UK for at least 7 years
  - 18 or over on the first day of your course and have lived in the UK for at least half your life or at least 20 years, whichever is applicable.

You must also have:

- been ordinarily resident in the UK, the Channel Islands or the Isle of Man for 3 years in a row before the first day of the first academic year of your course; and

<sup>1</sup> The UK means England, Scotland, Wales, or Northern Ireland only

<sup>2</sup> The first day of the first academic year means:

1 September for Autumn courses (courses starting from 1 September to 31 December) or

1 January for Winter courses (courses starting from 1 January to 31 March).

- held a form of leave to enter or remain issued by the Home Office throughout that 3-year period
- you or your family member have been granted leave to enter or remain in the UK under the Ukraine Family Scheme, the Homes for Ukraine Sponsorship Scheme or the Ukraine Extension Scheme

## Students who may be eligible for tuition fee support only<sup>3</sup>

You can apply for tuition fee funding if you have been living in the UK, the EEA, Switzerland or the overseas territories for the past three years, you are studying on a **postgraduate** social work course and you:

- have pre-settled status under the EU Settlement Scheme, or have temporary protection under the Withdrawal Agreements (this might be shown by a certificate of application), and are an EU national or a family member<sup>4</sup> of an EU national
- have Irish citizenship and were resident in the UK by 31 December 2020, or are a family member of an Irish citizen or Person of Northern Ireland and you have pre-settled status under the EU Settlement Scheme
- have resident status in Gibraltar as an EU national or a family member of an EU national
- have a UK national or a family member of a UK national who has resident status in Gibraltar and has been living in the UK, Gibraltar, the EEA and Switzerland for the past three years
- are a person with settled status in the UK and you have been living in the UK, Islands and the British Overseas Territories for the past three years, with at least part of that time spent in the British Overseas Territories
- are a person of Chagossian descent and have British citizenship
- are a person with settled status in the UK and have been living in the UK, Islands, or Ireland for the past three years (with part of that time spent in Ireland)
- are a family member of a person with settled status in the UK and you have been living in the UK and Islands for the past three years
- are an Irish Citizen and you have been living in the EEA and Switzerland before 31 December 2020 and in the UK, Gibraltar, EEA and Switzerland for the past three years
- are an EEA or Swiss worker, a family member of an EEA or Swiss worker, a child of a Swiss national or the child of a Turkish worker and you do not qualify for full support as you have lived in the overseas territories (other than Gibraltar) at some stage in the three years prior to the start of your course

You will not be eligible for SWB funding to help with living costs.

## What you will be asked for when you apply for a Social Work Bursary

Depending on your residency status when you apply, you may be asked to upload:

- your full (long) birth certificate, passport and/or your current UK share code and home office letter
- a valid and current EU Settlement Scheme share code
- details of where you have lived for the past three years, or certificate of registration if you are awaiting a decision

<sup>3</sup> Not applicable to students on undergraduate courses

<sup>4</sup> Family member

This generally means you are the

- child,
- step-child,
- spouse or
- civil partner

of the person who holds the relevant immigration status. Partners, siblings, cousins, etc are not regarded as relevant family members for student funding purposes.

# Capping process

Universities are allocated a certain number of SWB places by DHSC each academic year. From this they will nominate some of their social work students for a bursary funded place.

However, the number of bursary recipients for all eligible social work courses is limited (or 'capped') so we are unable to guarantee that you will receive a social work bursary even if you take up an offer of a place on an eligible course.

The NHSBSA has no input into this decision process, so we cannot tell you if you will be nominated. There is no right of appeal to NHSBSA if you are not selected by your university.

Your university will tell us which students have been allocated a capped place. This is normally done in the autumn, so you should not delay submitting an application as, even if you are not nominated, you **may** still be eligible for a Placement Travel Allowance if you satisfy the residency and other eligibility criteria.

Capped places are allocated to students for two **consecutive** years of the course. If you are nominated for a capped place, you will normally retain this until you complete your course. However if you withdraw from your course for any reason other than maternity your place will **not** be retained.

Please be advised that students who withdraw or defer due to exceptional circumstances **may** be reallocated a capped place by their university but this is not guaranteed.

If you withdraw from your course due to academic fail alone, you will not be reallocated a capped place.

Students who withdraw due to a period of authorised maternity absence could be eligible for continued SWB funding up to a maximum of 12 months. Students are entitled to retain their capped place upon their return to the course.

Should students not return to study preceding their maternity absence, the capped place will be lost for the duration of the course.

If you transfer to a different university part way through your course your capped place will not automatically transfer with you. You would have to be nominated for a capped place by your new university, if one is available.

More information about capping allocations can be found in the **[social work bursary information pack](#)**.

Timely submission of your SWB application is essential to prevent potential delays in the updating of your capping status, where applicable.

# SWB allowances

## Undergraduate students

If you meet the eligibility criteria and you are allocated a capped place by your university, we will pay you the appropriate standard rate of basic non-income assessed bursary, as shown in the table below. This will include a Placement Travel Allowance (PTA) of £862.50 for full time courses.

### Undergraduate SWB rates 2026/27

| University location | Amount*          |
|---------------------|------------------|
| London              | <b>£5,262.50</b> |
| Outside London      | <b>£4,862.50</b> |

\*includes the Placement Travel Allowance

**This is the only bursary element available to undergraduate students, apart from the PTA detailed below. You cannot apply for any other support from the SWB.**

## Placement Travel Allowance (PTA)

Your course will normally include time spent at an agency that provides placements. The PTA is a fixed contribution towards these, payable at the rate of £862.50 per academic year. If you are allocated a capped place by your university and your application has been approved, the PTA will be included with your basic bursary and paid as a lump sum with your first termly instalment.

If you are not allocated a capped place, but meet the residency and course eligibility criteria the PTA of £862.50 will be paid to you in a lump sum at the beginning of your academic year once we receive enrollment information from your university.

If the organisation providing your placement will be contributing to your travel costs, this will not affect your entitlement to the PTA or bursary.

## Additional elements for students attending postgraduate courses

### Postgraduate students

If you are studying on a **postgraduate** course, are eligible for a bursary and nominated for a capped place, we will pay a contribution towards the cost

of your tuition fees. This will be paid directly to your university. Students should be aware that the **maximum** tuition fee contribution the NHSBSA is permitted to pay towards course fees each academic year is **£4,052** for full time students. In the case of part-time students, this amount may be adjusted proportionally based on the duration of the programme. If your university charges a higher amount than this, you will be responsible for meeting the balance. If you are required to extend your course NHSBSA will not cover the tuition fee costs for this period.

According to postgraduate loan regulations, students who receive any part of the SWB, such as a capped place award, cannot receive a postgraduate student loan from Student Finance England or any other funding body.

The sole exception applies to students who receive only the PTA, who may still qualify for a supplementary postgraduate loan from Student Finance England.

## Non-income assessed SWB

### Non-income assessed bursary rates 2026/27

| University location | Amount*          |
|---------------------|------------------|
| London              | <b>£3,762.50</b> |
| Outside London      | <b>£3,362.50</b> |

## Income assessed SWB

This is intended to provide additional help towards the cost of attending your course. It is means tested, so the amount you may be awarded is directly linked to your available income. See the 'Calculating your entitlement' section below.

### Income assessed bursary rates 2026/27

| University location | Amount*             |
|---------------------|---------------------|
| London              | <b>up to £4,201</b> |
| Outside London      | <b>up to £2,721</b> |

\*part-time students receive pro rata of the full time rate

## Calculating your entitlement

When assessing your application for the income assessed SWB, we will look at:

- your net unearned taxable income during the current academic year (if any)
- your partner's residual taxable income from the 2025/26 tax year (if applicable).

We may also take other dependents in your family into consideration in the assessment, where applicable.

Calculating your entitlement can be complex, so you should not base your likely entitlement on your own calculations.

If you do not wish to apply for the income assessed bursary element, the postgraduate SWB application form allows you to opt out of this.

## Adult Dependants Allowance (ADA)

This is payable if you have an adult who is wholly or mainly financially dependent on you. This may include your spouse, partner or civil partner but not your child or your spouse/civil partner/partner's child (as long as they are not a full time student in receipt of a bursary or student loan). This allowance is assessed using your adult dependant's income, if they have any, during the academic year.

The maximum ADA available in 2026/27 is £2,757.

## Parents' Learning Allowance (PLA) - postgraduate students only

This is payable if you have a dependent child or children (aged under 19). We will automatically assess your entitlement based on your dependant's income (if they have any). The maximum PLA in 2026/27 academic year is £1,573.

## Childcare Allowance - postgraduate students only

If you have dependent children aged under 15 (or aged under 17 for children with special educational needs) who are attending registered childcare, you can apply for Childcare Allowance. Your entitlement to this allowance is assessed using your dependants' income.

We can contribute a maximum of 85% of your costs per week.

You cannot claim for any hours or sessions that are covered by free early years childcare.

You will not be entitled to claim the SWB Childcare Allowance if:

- you are in receipt of the childcare elements of Universal Credit
- you receive Tax Free Childcare
- your provider is not registered by Ofsted or its equivalent, where applicable.

Childcare allowance will **not** be paid whilst you are on a period of maternity leave.

## Maximum Childcare Allowance rates 2026/27

| Number of children | Amount per week |
|--------------------|-----------------|
| One                | up to £155.24   |
| Two or more        | up to £266.15   |

## Reconciling your childcare costs

When you first apply for the Childcare Allowance you will be asked to provide an estimate of your expected costs for the academic year ahead. At the end of each term, we will contact your childcare provider(s) to confirm your costs are correct.

Once we have received confirmation of your costs we will reassess your entitlement to Childcare Allowance three times per academic year.

## Disabled Students Allowances (DSAs) - postgraduate students only

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If you are eligible and you have been nominated for a capped place, you can apply for DSAs if you have a disability and need additional help to complete your course.

The amount of DSAs you could get is based on the recommendations in your Needs Assessment Report. The maximum possible rates for 2026/27 are:

|                                |                                                                                                 |
|--------------------------------|-------------------------------------------------------------------------------------------------|
| Specialist Equipment           | - Up to £5,212*                                                                                 |
| Non-Medical Helper's Allowance | - Up to £20,725                                                                                 |
| General Allowance              | - Up to £1,741                                                                                  |
| Travel allowance               | - as recommended on your Needs assessment report for costs reasonably and necessarily incurred. |

\*All students who are recommended a specialist equipment allowance are required to contribute the first £200 towards the cost of a computer/laptop. DSAs will cover the rest up to the maximum amount.

[Visit our online knowledge base](#) for more information about DSAs for students on social work courses.

You must have an approved SWB application before your DSA application can be assessed.

You need to be confirmed as capped and confirmed as in attendance before DSA funding is approved.

You are not eligible to claim DSA support if you interrupt your studies, including periods of withdrawal or maternity leave.



# Making a bursary application

To make your application you will need to create an account on the **MyFunding** system. Creating an account is simple and only takes a few minutes.

## What should I know before I apply?

Once you have created your MyFunding account, you will be able to access the appropriate social work bursary application form for the 2026/27 academic year.

Before you complete your application, please make sure you have read and understood the eligibility and residency criteria in this guidance.

If you are not sure whether your university will be allocating you a capped bursary place, you should still make an application as you may be entitled to the PTA.

If you are applying for the SWB for the first time, you must provide evidence to confirm your identity and residency. This is detailed on the application form.

You must ensure that the name provided on the SWB application corresponds exactly with the name recorded by their University, so that personal information can be accurately verified. Any discrepancies may result in delays to the processing and release of payments.

## Application deadlines

If you start your course/academic year in:

September / October 2026 - you must apply by **31 October 2026**

January 2027 - you must apply by **19 February 2027**

March 2027 - you must apply by **20 March 2027**

You must ensure that you have submitted your application and **all** requested supporting evidence by the relevant deadline.

Applications received after these dates will not be accepted and will be rejected as there are no exceptions for late applications.



You must make an application **each** academic year.

## Timescales for assessment and payment

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### Bursary applications

We aim to assess your bursary application, within 20 working days of receiving your application, unless further information is required to support your application.

### Childcare Allowance

We will assess these applications at the same time as your bursary application. If you apply for the Childcare Allowance separately at a later date, we aim to assess your application within 20 working days, unless further information is required to support your application.

### Further information

If we request further information or evidence from you, we will process the information you send to us within 20 working days of receiving it and not from the original date your application was submitted.

### Change in circumstances

You must notify us **immediately** of any change to your circumstances. If the change results in a reassessment that affects your bursary entitlement, any overpayments that have been made to you must be repaid.

We aim to process these within 20 working days providing we have all the relevant information we need from you and/or your university.

### DSAs

We aim to process applications within 20 working days of receiving them.



## How often will I receive my bursary?

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Bursaries are paid in three termly instalments each academic year once we have received confirmation from your university that you are attending your course **and** you have been allocated a capped place. You should log on to your MyFunding account for details of any bursary payments that are scheduled to be made to you.

If you are entitled to the PTA only, we will make a single payment of this once we have received confirmation that you are attending your course.

If you are a **postgraduate student** and you have applied for and been awarded a Childcare Allowance, the first instalment will be paid to you at the same time as your first terms bursary. However, further instalments will only be made once we have reconciled your previous terms childcare receipts.

## Reapplying for your bursary next year

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- All students **must** reapply for their bursary each academic year.
- It is your responsibility to ensure you submit an application for each year of your course, within the published timescales.
- If you do not reapply for your bursary each academic year, your bursary payments will not continue into the next one.

Make sure to apply for your bursary during your maternity leave so your payments remain uninterrupted. To retain your capped place, you'll need to return in the next consecutive year, or the place will no longer be available.

## Additional help and guidance

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Visit our website for further information:

[www.nhsbsa.nhs.uk/social-work-students](http://www.nhsbsa.nhs.uk/social-work-students)

From here you can also access our online knowledge base which provides answers to general questions 24 hours a day, 7 days a week.



# Changes you must tell us about

It is important that you let us know straight away if your personal circumstances change. This will help us reassess your bursary, if applicable. We will then let you know if this results in any change to your entitlement.

If an overpayment occurs we will inform you how this can be repaid. If you are due additional funds as a result of your changing circumstances, these will be added to your next bursary payment.

## How do I notify you?

You can tell us about any changes via your MyFunding account. Depending on the nature of the change, you may need to complete a separate form.

## Change of address or other contact details

You can amend your personal details yourself at any time by logging in to your MyFunding account.

## A change of bank account

You can update your bank account details in your MyFunding account. It is important we have the most up to date details as this is where we will pay your bursary.

## Change of living arrangements (postgraduate students)

If you marry, divorce, separate or move in with a partner, you will need to inform us as your bursary may be made up of elements that are income assessed.

You may need to make a new application if the change affects your bursary entitlement. If you aren't sure, please [contact us](#).

## A change to your, or your family's income (postgraduate students only)

If this has reduced by 15% or more you may be entitled to more help. You can apply for this by selecting the Current Income Assessment form from your MyFunding account.

## A change to your residency status

If your residency or immigration status changes during an academic year, this may affect your social work bursary entitlement. Please [contact us](#) so we can advise you whether you need to take any further action.

## Additional dependants (postgraduate students only)

You may need to complete another application form, depending on the level of SWB you are currently receiving. Please [contact us](#) for advice first.

## Changes to your childcare arrangements (postgraduate students only)

If you have changed your childcare provider, or have started using an additional one, or your costs have changed, please complete a new childcare application form.

## If you stop attending your course (all students)

You must tell us as soon as possible if you are suspending training or leaving your course for any reason so we can hold any future bursary payments on your account to prevent an overpayment. You can do this directly via your MyFunding account.

If you have been allocated a capped place and you leave your course this will not automatically be reallocated to you if you return to training in a new academic year.

## Overpayments

Overpayments will be recovered as source directly from your SWB entitlement.

For resuming students who are not nominated for an SWB, the award entitlement is limited to the PTA (£862.50).

However, if the student has an overpayment balance greater than £862.50 then the £862.50 would be recovered from the outstanding overpayment balance, resulting in no PTA payable and the overpayment balance being reduced by £862.50.

## Repeat Funding

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### Undergraduate students

Repeat funding is **not** available under any circumstances for undergraduate students. This is because the undergraduate bursary is paid as a one-off incentive to train and the students have recourse to other forms of income, such as a student loan.

### Postgraduate students

Repeat funding is only available in exceptional circumstances if you are required to repeat part of your course.

You must demonstrate that you failed to pass a required module or academic year due to compelling personal reasons. For example, if you had a serious illness or injury which required time away from your course, or you experienced bereavement due to the death of a close family member.

Your university should notify us of the repeat and send an SWB03 form to NHSBSA.

If we are satisfied you are repeating due to one of these reasons, you **may** be eligible for continued funding for the required period.

Academic failure on its own where there were no serious mitigating circumstances won't be considered as a reason for repeat funding..

If you are only eligible to receive the Placement Travel Allowance (PTA), repeat funding is not available regardless of your circumstances.

To be considered as eligible for repeat funding, you must also satisfy all of the following:

- you are required by your university or college to repeat all or part of an academic year
- you have been in receipt of a postgraduate bursary not just the PTA) in the academic year prior to the year in which you're repeating
- you are attending an approved postgraduate social work course.

Please note, repeat funding won't be available if you are only required to resubmit course work or resit exams without attending classes.

## Fraud

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We are serious about tackling fraud and employ Fraud Specialists to reduce the risk of fraudulent activity and to investigate any potentially fraudulent claims.

Fraud can come to light before, during and after completion of training and may result in a person being unable to register or having their registration removed. All reported allegations of fraud are investigated fully with a range of sanctions available (criminal, civil and disciplinary).

The NHSBSA is responsible for protecting the public funds it administers. To do this, we may share the information we hold about you with other bodies that inspect and manage public funds. The NHSBSA participates in the National Fraud Initiative (NFI) which is an exercise that matches electronic data within and between public and private sector bodies to prevent and detect fraud. This includes police authorities, local probation boards, fire and rescue authorities as well as local councils and a number of private sector bodies.

### Useful Forms

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The following forms must be submitted directly by your university and sent only from an official university email account to the designated university email address. Forms submitted by students or from non-university email accounts will not be accepted.

**SWB02** - for any withdraws/interruptions (including maternity leave).

**SWB03** - for either returning to study or repeat study following a withdrawal/interruption (including maternity leave).

**SWB04** - for where an extension to study may be required in the final year. Academic failure on its own where there are no mitigating circumstances will not be considered as a reason for extend funding.

Extended funding may only be considered from the first day of a new academic year. We do not need a new application form completing - only a CCA application if applicable.

# Declaration

When applying for the NHS SWB i declare that:

- I am studying an undergraduate or postgraduate social work course which is eligible for the Social Work Bursary
- I've read and understood relevant guidance and related information about the conditions for claiming a Social Work Bursary
- I'm not receiving sponsorship from an employer or any other agency
- I'll give NHSBSA Student Services any additional information they may reasonably need to verify the information I've given on my application
- by accepting this declaration, I agree to all the conditions in the

[\*\*Student Services Customer Charter\*\*](#)

We'll use the information you provide to:

- assess your application
- pay you
- prevent and detect fraud and errors
- help plan and make improvements to NHS services and direct patient care
- research the effectiveness of the Social Work Bursary

## Sharing your information

To prevent, detect and investigate fraud and errors, we may share your information with:

- Student Loans Company
- HM Revenue and Customs
- the Home Office
- the Cabinet Office, in relation to the National Fraud Initiative
- higher education institutions
- organisations you receive benefits, bursaries, grants, or support from
- Bodies acting on behalf of the above organisations, including but not limited to:
  - Department for Work and Pensions
  - HM Revenue and Customs
  - local authorities in the UK

To prevent, detect, investigate, and prosecute fraud or other unlawful activity affecting the NHS, we may share your information with:

- Department of Health and Social Care (DHSC)
- NHSBSA Loss and Fraud Prevention Team (NHSBSA LFP)
- NHS Counter Fraud Authority (NHSCFA)

We may also share anonymised with the DHSC to monitor compliance with equality law and to research the effectiveness of the Social Work Bursary.

The NHSCFA collects data to detect economic crime within the NHS and undertakes loss measurement exercises. NHSCFA and the DHSC Anti-Fraud Unit receive data during investigations that the NHSBSA LFP Team, intelligence gathering, and other proactive anti -crime programmes undertake.

We may contact you to discuss your application using the details you gave us. You can find out more about your rights and how we process your information on our [\*\*Privacy\*\*](#) page.

## Changes to circumstances or attendance

I accept that NHSBSA Student Services will immediately stop or suspend my funding if:

- I withdraw, abandon, suspend, defer, or interrupt my course for any reason either permanently or temporarily, regardless of whether I intend to return
- I gain financial support from other sources which may affect my entitlement
- NHSBSA Student Services in its absolute discretion decides that I'm no longer entitled to financial support and it's reasonable to withdraw funding

I understand and accept that if I fail to notify NHSBSA Student Services of any change to my bank or building society account details in sufficient time, or provide incorrect information, NHSBSA Student Services cannot take responsibility for:

- payments made to an incorrect account
- delayed payments
- payments not being made

### **Repayments**

We're committed to accurately administering entitlement where possible. I agree to pay back NHSBSA Student Services any excess payment, fees, and any other charges within 30 days of being notified. Related circumstances include, but are not limited to, if:

- I change my study pattern or course attendance in any way
- I withdraw, abandon, suspend, defer, or interrupt my course for any reason either permanently or temporarily, regardless of whether I intend to return
- I've been overpaid because I failed to notify NHSBSA Student Services of a change in my circumstances
- I gain financial support from other sources which may affect my entitlement
- NHSBSA Student Services in its absolute discretion decides I've received funding I'm not entitled to

I understand that if I fail to fully repay any amount due or agree on an acceptable repayment plan with NHSBSA, the debt will pass to a debt collection agency. I also understand that I may be charged for any additional recovery costs, interest, or both, at the rate of 8% on the referred debt. This may be added to the overall balance.

### **Social Work Bursary**

I understand the NHSBSA is responsible for administering the Social Work Bursary and for counter fraud and security management in the NHS.

I understand that the Social Work Bursary places are capped and that my university or college is responsible for allocating these. I also understand that even if I am eligible for a Social Work Bursary, I may only receive a Placement Travel Allowance if my university or college does not allocate me a capped place.

I have read and accepted the **NHSBSA Student Services privacy notice**.

I understand and accept that the terms and conditions (including rates) for the Social Work Bursary may change at any time without notice, and the scheme is subject to continued government funding which may stop at any time without notice.

I understand if I fail to notify NHSBSA Student Services that I have withdrawn, abandoned, suspended, deferred or interrupted my course for any reason either permanently or temporarily, I may be referred to the NHSBSA Loss and Fraud Prevention Team for failure to disclose information and obtaining money I'm not entitled to.

I declare the information I've given on this form and in any supporting documents is complete and accurate. I understand and accept that if I give NHSBSA Student Services false or misleading information, they may refuse or withdraw financial support. I may also be liable to criminal prosecution, civil proceedings, or both.

# Contacting us

[www.nhsbsa.nhs.uk/social-work-bursary-swbc/contact-social-work-bursaries](http://www.nhsbsa.nhs.uk/social-work-bursary-swbc/contact-social-work-bursaries)

If you have any questions about the Social Work Bursary, you can contact us. We are open Monday to Friday 8am to 6pm, or Saturday from 9am to 3pm.

Online: [use our online service](#).

Contact us



**Telephone: 0300 330 1342**



**Text relay service phone: 18001 0300 330 1342**



**Facebook: SocialWorkBursaries**

## Useful contacts

### **Department of Health and Social Care**

Social work bursary information packs are published by the Department of Health and Social Care and can be viewed at:

[www.gov.uk/government/publications/reforming-social-work-bursary-information-packs](http://www.gov.uk/government/publications/reforming-social-work-bursary-information-packs)

### **Student Loans Company**

[www.gov.uk/government/organisations/student-loans-company](http://www.gov.uk/government/organisations/student-loans-company)

### **Student Finance England**

[www.gov.uk/student-finance](http://www.gov.uk/student-finance)

### **National Union of Students**

[www.nus.org.uk](http://www.nus.org.uk)

### **NASMA**

(National Association of Student Money Advisors)

[www.nasma.org.uk](http://www.nasma.org.uk)

### **Social Work England**

[www.socialworkengland.org.uk](http://www.socialworkengland.org.uk)

### **Scottish Social Services Council (SSSC)**

[www.sssc.uk.com](http://www.sssc.uk.com)

### **Social Care Wales**

[socialcare.wales/careers/student-funding](http://socialcare.wales/careers/student-funding)

### **Northern Ireland Social Care Council (NISCC)**

[www.niscc.info](http://www.niscc.info)

### **NHS Help with Health Costs**

[www.nhsbsa.nhs.uk/nhs-help-health-costs](http://www.nhsbsa.nhs.uk/nhs-help-health-costs)



[www.nhsbsa.nhs.uk/student-services](http://www.nhsbsa.nhs.uk/student-services)



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We have taken great care to ensure that the information in this booklet is correct at the time of publication. However, it is subject to change in accordance with Department of Health and Social Care (DHSC) policy. The guide is not intended to override or replace any of the social work bursary arrangements as set out by DHSC. You can read the information

[www.gov.uk/government/publications/reforming-social-work-bursary-information-packs](http://www.gov.uk/government/publications/reforming-social-work-bursary-information-packs)