

University of Salford Terms and Conditions – Salford Educational Technology Fund - for the academic year 2020/21

1. Award details

The Salford Educational Technology Fund is open to all new and returning full-time and part-time University of Salford students who have registered for a foundation course, any year of an undergraduate course, any year of a postgraduate (taught) programme and any postgraduate (research). The fund will be segmented to maximise the opportunity for eligible students from all intakes to have an equitable opportunity to take part in the scheme. Eligibility criteria are detailed in section 3.

Programmes not included are degree apprenticeships and students on programmes delivered by partner colleges (Salford City College and Hopwood Hall).

The Salford Educational Technology Fund is for use towards the cost of a laptop available through the University nominated supplier, [XMA](#).

2. Value

Each eligible student will be assessed based on the process described below. Students who receive an award will receive a voucher to the value of £300 which can be used towards the cost of a laptop purchased from our partner supplier XMA.

How many: the award of £300 will be available to 1,665 students.

Application process: Awards will be made available based on information gained through completion of the application form. Applications will be prioritised based on eligibility considerations including the University's priority groups in the Access and Participation plan as set out below.

3. Eligibility

To be eligible for the £300 award, students must complete the application which allocates points based on their personal circumstances. Students can still apply even if they are not a member of any of these groups.

- Clinically extremely vulnerable or cohabiting with, or carer of someone in that category
- Parent / carer
- Commuter student
- BAME
- Care experienced
- Estranged
- Sanctuary seeker
- First in Family
- Disabled
- Household income

In addition, students must:

- Have registered for and be registered for an eligible full-time or part-time undergraduate course offered by the University of Salford at any level to be delivered by the University at its main campus. This includes those students on a Higher National Certificate (HNC) course and Level 3 Foundation courses.
- Provide their University email and roll number as part of the application.

b. Those not eligible to be considered for the award

- Students deferring entry – this award has been introduced in response to the global pandemic and, dependent on the circumstances, it is unlikely to run again in September 2021.
- Students studying on a degree apprenticeship course.
- Students studying with partner organisations for a University of Salford award, including foundation year (applicable for 2020/21).

c. Cut off dates for allocation of the award There will be a number of windows throughout the year during which students can apply. These will be published through the Student Hub

4. Use of awards

- a. The Award is exclusively available to spend on a laptop available through our partner organisation, XMA. Students may wish to add their own funds as appropriate.
- b. Awards are not transferable and cannot be exchanged for cash.
- c. Purchases will be subject to applicable postage and packing costs and part of any award may be used to pay them.
- d. The award cannot be used to buy goods on the Inspire website, although students may wish to purchase items from Inspire using their Inspire award or money.
- e. **The award can only be used to purchase goods from the XMA product range and unfortunately no special requests for items outside that range can be made**

5. Allocation of awards

Applications will be prioritised according to a points system allocated via the application portal. Where a student is not successful in their application they will be advised, and details of alternative provision will be given. Where a student wishes to challenge the decision they may raise this by emailing SES-SETFund@salford.ac.uk and a response will be provided by members of Student Experience and Support team within two working days. Should the student still not be satisfied the decision will be escalated to the Dean of Students and a representative of the Students' Union. The decision will then be final.

6. Payment

- a. After submission of the application students will be notified whether or not their application has been successful. The successful students will then receive an email from XMA to advise them of their voucher code. This voucher code can then be used at the XMA website as payment against any items the student wishes to purchase.
- b. Vouchers issued will have an expiry date. There can be no extension to this expiry date.
- d. Students can add their own funds to the value of the voucher.

7. Withdrawal or freezing of the award

- a. **Changing a course and starting again at level 3 (foundation year) or 4 (first year undergraduate).** Students who, having started a course, subsequently change courses starting again at either level 3 or 4, will not be eligible for the award against the new course. The initial award remains, but there will be no second payment against the new course.
 - b. **Leaving or being removed from the course.** Students who leave or are removed from their courses will not be expected to repay the amount of their voucher. Unfulfilled orders (if any) that students have placed, and that have been or will be paid for using the awards, will be cancelled.
 - c. **Misuse/misconduct.** Student accounts will be closed, and credit balances lost if students misuse or commit any misconduct in connection with their accounts or in other circumstances if the University deems such action to be necessary or reasonable.
 - d. **Awards are subject to availability.** The University reserves the right to suspend or withdraw future credits of awards at any time without notice. The University will not be responsible if the crediting of any awards and uplifts is delayed or prevented due to circumstances outside its control.
 - e. **Verification of information provided in an application.** Checks will be performed on applications. This may include through cross-referencing with other information held by the University.
- Application including incorrect information.** Should it be found that, on checking, a student has submitted incorrect information either deliberately or inadvertently then the University will reclaim the money which will be put as a debt on the student's account.

8. What happens in the unlikely event that anything goes wrong

- a. If you have any queries on your XMA account or items ordered please contact XMA. All queries made to University teams will be referred to that website.
- b. No responsibility is accepted by the University for (i) any learning materials or products that are alleged to be lost, damaged, defective or stolen or are alleged either not to have been delivered or to have been delivered late; or (ii) credits of any refunds to student accounts to which students may from time to time be entitled.
- c. The University cannot guarantee that this Award will run again in academic year 2021/22.

9. Changes to these terms and conditions

The University reserves the right to change these terms and conditions at any time. Material changes will be notified to students.

10. The 'legal stuff'

The Salford Education Technology Fund is a collaboration between the University and XMA. XMA is responsible for the XMA website and students who buy products via the website are buying them from XMA.

11. Eligibility definitions

- Clinically vulnerable or cohabiting or carer – students who are considered to be clinically vulnerable means that they are at risk should they contract COVID-19, or they may be or caring for someone who is considered to be at risk according to the [NHS website](#)
- Parent / carer – A parent or who is caring for someone. A **carer** is anyone, including children and adults who looks after a family member, partner or friend who needs help because of their illness, frailty, disability, a mental health problem or an addiction and cannot cope without their support.
- Commuter student – whilst there is no recognised definition of a commuter student the University sees it as any student whose term time address is a sufficient distance away that they have to use a mode of transport to travel to the University (whether that be car, bicycle or public transport).
- BAME From a black, Asian or minority ethnic background or from a Gypsy / Roma / Traveller background
- Care experienced / care leaver. A care leaver is a young person who has been in the care of, or has been given accommodation by, their local authority (LA) such as foster care or a children's home for a period of at least 13 weeks before the age of 16. Care experienced is a wider term that means any person who has experienced care under the age of 18.
- Estranged. a student with no relationship with either parent (adoptive or biological) and that is not able to provide information for means-testing. At Salford we use a wider definition to include little, no or negative support from parents and carers.
- Sanctuary seeker. Those seeking asylum or from forced migrant backgrounds / students with humanitarian protection and those with refugee status.
- First in Family. Students who attend university to study for a degree, whose parents and stepparents have not attended university to study for a degree.
- Disabled. You can apply for Disabled Students' Allowances (DSAs) if you have a disability that affects your ability to study, such as a:
 - learning difficulty, such as dyslexia, dyspraxia, or ADHD
 - mental health condition, such as anxiety or depression
 - physical disability, such as if you're partially sighted or have to use crutches
 - long-term health condition, such as cancer, chronic heart disease, or HIV

Any queries relating to these terms and conditions should be made by emailing: SES-SETFund@salford.ac.uk