

University of Salford Terms and Conditions – Salford Educational Technology Fund - for the academic year 2021/22

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.

Please note:

1. This award is to provide students experiencing financial hardship with a basic laptop for taking notes, writing and submitting assignments. Spot checks will be carried out to ensure applicants are genuinely in need. Should it be found that students have abused the scheme they may be required to return the items and may face investigation through the student disciplinary procedure.
2. Priority will be given to students starting their studies in trimester one of the academic year 2021/22

Programmes not included are degree apprenticeships and students on programmes delivered by partner colleges (Salford City College and Hopwood Hall), although students at Bury College studying nursing will be eligible.

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 notification that they have access to the XMA website and will be able to select one of two devices.

How many: the award will be available to 1,000 students for the academic year 21/22

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 a device, 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.

- Parent / carer
- BAME
- Care experienced
- Estranged
- Sanctuary seeker
- Disabled
- Household income

In addition, students must:

- Have registered for and be registered for an eligible full-time or part-time undergraduate or postgraduate (taught) course or postgraduate (research) post 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, there is no guarantee it will run again in the academic year 2022/23.
- Students studying on a degree apprenticeship course.
- Students studying with partner organisations for a University of Salford award, including those students studying a foundation year (applicable for 2021/22) at a partner institution.

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 select a device 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. 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.
- d. **The award can only be used to select 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 that an account has been set up for them and they may visit the XMA website to select their device.
- b. The selection must be made within the specified time stated on the email.
- 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 return the device. 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. Checks will be performed on applications. This may include through cross-referencing with other information held by the University. Students may be subject to disciplinary action if it is found that the funds have been misused.
- d. **Awards are subject to availability.** The University reserves the right to suspend or withdraw future awards at any time without notice. The University will not be responsible if the crediting of any awards is delayed or prevented due to circumstances outside its control.

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 2022/23.

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

- 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.
- 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.
- 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

12. Amendments to Terms and Conditions

To better reflect the changes to the restrictions and guidance in relation to the Covid-19 pandemic, we have amended some of the Salford Education Support Fund eligibility criteria. The following criteria has been removed:

- 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](#)
- 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).
- 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.

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