

Postgraduate



A Guide to Master's Student Funding 2021/22

(N.B. Where 2021/22 information is unavailable, the figures included in the booklet are based on 2020/21.)

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The information contained in this document was correct at the time of printing. Applicants should be aware that Student Loans Company funding rules may be subject to change at short notice in respect of changes in government policy.

Introduction

A city of international recognition and fame, London is one of the most diverse and historic cities in the world. For students who have the opportunity to live and study in London, it can be a life changing experience, especially to study here at the Guildhall School of Music & Drama, one of Europe's leading conservatoires.

Nevertheless, many students worry about the cost of living in London as it is more costly than studying in some other parts of the UK. In addition to tuition fees, a student should allow about £1,150–£1,340 per month for living costs.

The Guildhall School of Music & Drama believes that cost is not something that should deter prospective students from attending. This guide is designed for Master's students who are concerned about where to locate financial support for their studies.

The aim of this guide is to:

- Provide information on how to apply for financial support from different funding organisations;
- Help you to estimate how much time you need spend to organise your finances in good time before attending the School;
- Explain the nature of the different types of financial support available at the School;
- Provide a listing of potential external financial resources such as Charities, Foundations and Trusts.

The School hopes you will find this guidance useful; and if you have any queries please do not hesitate to contact me:

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Section One: Master's Loans

1.1 Master's Loans Overview

Government-backed postgraduate loans are available to help Master's students towards the cost of their tuition fees and living expenses. These are non-means tested, repayable Master's student loans similar to those that are offered to undergraduate students. Each country in the UK offers a slightly different loan scheme. Students should apply for a Master's loan from the country in which they are **ordinarily resident**. For students continuing straight from undergraduate to postgraduate study, this will be the country they lived in before university. For students with settled or pre-settled status, or Irish nationals, applications should be made to Student Finance England.

New students in 2021/22 who are resident in England can borrow up to £11,570. New students from Wales, studying on or after 1 August 2019 can apply for Master's Finance and receive up to £18,025* as a combination of grant and loan (*Figures are subject to regulations being made). New students from Northern Ireland can apply for loans of up to £5,500**. Funding from the Student Awards Agency Scotland is only available for courses outside of Scotland if the course is not available in Scotland. The Student Awards Agency Scotland provides funding of up to £10,000** towards fees and living costs. (**based on 2020/21 figures)

Please note: the postgraduate loan payments are spread across the entire length of the course, and paid in 3 instalments per year.

1.2 Course Eligibility for the Master's Loan Schemes

Due to specific government requirements for the Master's loan scheme, not all of Guildhall's Master's level courses are eligible for funding.

1.2.1 Guildhall Artist Master's Eligibility for Master's Loan Schemes

The Guildhall Artist Master's was designed with flexible pathways, modes of study and exit points. Due to specific government requirements for the Master's loan scheme, not all of Guildhall's Master's level courses are eligible for funding. The courses listed below are currently eligible for the Master's funding schemes in SFE and SFW. Please see the GAM flow chart for further assistance.

Eligible Programme/Pathway	Part 1, 2 or both	Mode of study	Exit Award
Guildhall Artist Master's of Music	Part 1 only	1 year full-time or 2 years part-time	MMus
Guildhall Artist Master's of Performance	Part 1 & Part 2	2 years full-time	MPerf
Guildhall Artist Master's of Performance	Part 1 & Part 2	3 years (2 year part time followed by 1 year full time)	MPerf/MComp
Guildhall Artist Master's of Composition	Part 1 & Part 2	2 years full-time	MComp
Extended Guildhall Artist Master's (intention at outset not to go to Part 2)	Grad Cert + Part 1	2 years full-time	MMus
Extended Guildhall Artist Master's (intention at outset not to go to Part 2)	Grad Cert & Part 1	3 years (1 year full time followed by 2 years part time)	MMus

Guildhall Artist Master's- SFE & SFW

1. I plan to study Part 1 only (full-time), would this be eligible?

Yes. If you know that you wish to exit the programme with a MMus after Part 1 and do not wish to progress to Part 2 to gain a MPerf or MComp, this would be eligible.

2. I plan to study Part 1 only (part-time), would this be eligible?

Yes. Programmes of up to two years part-time study are eligible. If you know that you wish to exit the programme with a MMus after Part 1 and do not wish to progress to Part 2 to gain a MPerf or MComp, this would be eligible.

3. I plan to study both Part 1 and Part 2 (full-time), would this be eligible?

Yes. Programmes of up to two years full-time study are eligible.

4. I plan to study Part 1 (part-time) and Part 2 (full-time), would this be eligible?

Yes. Programmes the equivalent of two years full-time study are eligible.

Extended Guildhall Artist Master's - SFE & SFW

1. I plan to study Grad Cert + Part 1 only would this be eligible?

Yes. If you know that you wish to exit the programme with a MMus after Part 1 and do not wish to progress to Part 2 to gain a MPerf or MComp, this would be eligible.

Ineligible Programme/Pathway	Part 1, 2 or both	Mode of study	Exit Award
Extended Guildhall Artist Master's (length of study must not exceed 2 years FT)	Grad Cert, Part 1 and part 2	3 years f/t	MPerf/MComp
Extended Guildhall Artist Master's (length of study must not exceed 2 years FT)	Grad Cert, Part 1 and Part 2	4 years mixed (1 year f/t, 2 years part time and then 1 year full time)	MPerf/MComp

Extended Guildhall Artist Master's - SFE & SFW

1. I plan to study Grad Cert + Part 1 and Part 2 (full-time), would this be eligible?

NO. This is because programmes more than two years full time (or part time equivalent) are not eligible.

[Student Finance NI](#): Master's funding is available for courses up to three years' duration. Full details are available on the [Student Finance NI website](#).

[Student Awards Agency Scotland](#): Funding from Student Awards Agency Scotland is only available for courses studied in outside of Scotland if the course is not available in Scotland. Students should contact Student Awards Agency for Scotland to see if their course may be eligible.

1.2.2 Other Master's Courses Eligibility for Master's Loan Schemes

The following programs are **eligible** for Master's Loan Schemes from Student Finance England, Student Finance NI and Student Finance Wales:

- MA in Music Therapy, 2 years full-time
- MA in Opera Making & Writing, 1 year full-time
- MA in Collaborative Production & Design, 1 year full-time

The following courses are **ineligible** for the Master's Loan Schemes from Student Finance England and Student Finance Wales:

- Advanced Certificate
- PGCert Performance Teaching
- MA in Acting, 3 years full-time

For the eligibility of the following courses with [Student Finance NI](#) and [Student Awards Agency for Scotland](#) please enquire direct to each agency.

1.3 Support available from Student Finance England

New students in 2021/22 who are resident in England can borrow up to £11,570 for the entire length of their course, as a contribution towards their tuition fees and living costs.

The first payment after your course start date, once your university or college confirms that you've registered. The loan will be paid in 3 instalments of 33%, 33% and 34% each year.

Whether you qualify depends on several criteria including:

- Previous study
- age
- nationality or residency status

For more details, please visit the [government student loans website](#).

1.4 Support available from Student Finance Wales

Master's Finance will be paid directly to the student as a contribution towards course and living costs. New students studying on or after 1 August 2021 can apply for Master's Finance and receive up to £18,025* as a combination of grant and loan:

- a maximum grant of £6,885* and loan of £11,480* if your household income is £18,370* and below
- a grant of £1,000* and loan of £17,025* if your household income is not taken into account or is above £59,200*.

If the students' household income is between £18,370* and £59,200*, household income is taken into account, and the student will receive some grant and the rest of the entitlement as loan.

Courses can be for one or two years full-time, or can be up to 4 years part-time. If you're studying for 2, 3 or 4 academic years, the loan and grant will be divided equally across each year of your course.

Whether you qualify depends on several criteria including:

- Previous study
- age
- nationality or residency status

For more details, please visit the [Student Finance Wales website](#).

(*Figures are subject to regulations being made)

1.5 Support available from Student Finance NI

Student Finance NI provide Postgraduate Tuition Fee Loans of up to £5,500* towards the cost of a Master's degree, Postgraduate Certificate or Postgraduate Diploma. Northern Irish postgraduate loans will be available for courses lasting up to three years. The loan will be paid to Guildhall in three instalments during each academic year. Students will not receive any money directly into their bank account. (*based on 2020/21 figures)

Whether you qualify depends on several criteria including:

- Previous study
- nationality or residency status

For more details, please visit the [Student Finance NI website](#).

1.6 Support available from the Student Awards Agency Scotland

Master's funding is only available for courses outside of Scotland if the course is not available in Scotland. Please contact the Student Awards Agency Scotland to check the eligibility of the course you wish to study.

Master's funding of up to £10,000* is available towards fees and living costs. This is a combination of a tuition fee loan of up to £5,500* and a living cost loan of up to £4,500*. (*based on 2020/21 figures)

Personal eligibility criteria also apply, including:

- Previous study
- age
- nationality or residency status

For more details, please visit the [Student Awards Agency Scotland website](#).

1.7 Tuition Fee Payment Schedule and Master's Loan Payments

The School's termly tuition fee deadline is as follows:

15 July 2021: 15% tuition fees due to secure offer

13 September 2021: 25% tuition fees due

If you have an approved Student Finance Master's loan and you intend to use the loan instalments towards your fees, you will need to provide evidence of this at enrolment. Please see more information below*.

10 January 2022: 30% tuition fees due

10 January 2022: 2nd instalment should be released from SFE/SFW

25 April 2022: 30% tuition fees due

25 April 2022: 3rd instalment should be released from SFE/SFW

***If you are expecting a Master's Loan:** You will need to pay your deposit by 15th July 2021. If you are a UK Master's student who has applied successfully for a UK government Master's loan, evidence of successful application must be provided at enrolment. If all other enrolment tasks have been completed, except the payment of fees, and evidence has been provided, the School will confirm attendance with the relevant government funding body in order that the loan can be released.

Once we have sent confirmation, the first instalment of your loan (SFE or SFW) should be transferred to your bank account within 3-5 working days. Once you have received the first instalment of your loan, you will need to pay the fees due for Term 1. Students are responsible for paying their termly fees as soon as their loan is received.

(Other rules may apply for SFNI and SAAS so please contact the Student Funding Officer for more information).

However, temporary enrolment will apply until the first instalment has been paid in full.

Please also refer to our Tuition Fee Payment, Enrolment & Debt Collection Policy, which can be accessed from the ['Policies' page on our website](#).

Privacy of student records:

How we use your data: For the purposes of administering loans from the Student Loans Company (SLC), when you provide your SLC entitlement letter for the Master's Loan, your data will be processed in accordance with the [SLC privacy notice](#) and in accordance with [the School's privacy notices](#).

1.8 Repaying the Master's Loan (England and Wales)

Students start to repay their loan from the April following the date they graduate or leave the course. For example, if a postgraduate student is undertaking a 1 year full-time Master's from September 2021, the earliest that they will start repaying their loan is April 2022.

Repayments are made once income (before tax and other deductions) is above the repayment threshold. The repayment threshold is updated every year; the current figures are: £404 per week; or £1,750 per month before tax. Repayments are 6% of income over this threshold (the weekly and monthly thresholds are the equivalent of £21,000 per year).

Student with undergraduate loans continue making repayments to these as well as the Master's Loan.

Repayments if you have an undergraduate loan from 1 September 2012 (Plan 2)

You'll repay your Master's Loan in addition to any Undergraduate Loan repayments you make. This means you'll repay (based on current figures): 6% of your income above £21,000 to your Master's Loan; and 9% of your income above £26,525 to your Plan 2 loan.

This table is an example of your repayments to each loan based on different incomes:

Annual Salary	Monthly Salary	Plan 2 Undergraduate Loan 9% deduction monthly repayment	Master's Loan 6% monthly repayment	Total Monthly Repayment
£21,000	£1,750	£0	£0	£0
£25,000	£2,083	£0	£20	£20
£30,000	£2,500	£26	£45	£71
£35,000	£2,916	£64	£70	£134
£40,000	£3,333	£101	£95	£196

1.9 Repaying the Master's Loan (Northern Ireland and Scotland)

Repayments for Postgraduate loans from Scotland and Northern Ireland were 9% of earnings over the earning threshold.

The current earnings threshold is £372 a week or £1,615 a month.

Payments are 9% of income over the threshold.

Income each year before tax	Monthly Salary	Monthly Repayment (based on current thresholds)
£19,000	£1,583	£0
£20,000	£1,667	£5
£25,000	£2,083	£42
£30,000	£2,500	£80
£35,000	£2,916	£117
£40,000	£3,333	£155

Section Two: Planning and executing your fundraising campaign

A postgraduate programme can be an incredibly financially demanding time whether you choose a taught or research programme, and you will need to consider how you will finance your studies and cover your maintenance costs. Students applying for the part-time Guildhall Artist Master's programme may also wish to consider the difference between the total cost of completing Part 1 of the programme over two years (Part 1 part-time) or three years (Part 1 part-time for two years + Part 2 full-time for one year) or two years (Part 1 and 2 full-time).

2.1 Definitions

Tuition fees are set for all programmes to cover the cost of tuition, support services and facilities at the School.

The full fee schedule gives the details of subject-specific fees and part-time rates for entry in 2021 and is available on the School's [website](#) and at the back of this guidance.

Living costs refer to the costs, other than fees, associated with studying; for example: accommodation, food, travel and programme materials. We estimate that you will need £1,150 - £1,340 per month for living costs if you manage your finances appropriately. However, if your lifestyle is more extravagant or you have unavoidable additional costs you may spend up to £1,500 per month.

The cost of the School's halls of residence, Sundial Court, for 2020/21 is yet to be announced. For more information, please contact the Facilities department on +44 (0) 20 7382 7192 or at accommodation@gsmd.ac.uk or see the [Accommodation Page of the Schools website](#).

2.2 Research

The School advises you to begin researching all funding possibilities at least one year prior to commencing your postgraduate studies. This is to ensure that you are able to support yourself throughout the duration of the programme and are therefore less likely to run into financial difficulty.

Although there are various grants available to potential postgraduate students, you may need to subsidise your studies from other sources. Some students work for a year between a first degree and postgraduate to help finance their studies. Another option is to study part time while working, although you need to make sure you can organise the working week with your coursework. Please be aware that you should make your decision to study part-time before beginning the programme as you may not be permitted to change once you have enrolled. For further information for current students please contact your Head of Department.

When researching, it is important to make a list of the organisations, trusts and charities you plan to approach, how much you can ask them for, and when their deadlines are so that you can monitor when your applications are due as well as keeping a careful record of every approach you make and the response you get, including the dates. It is important to note that many applications are due 6-12 months before the start of term so it is crucial that you plan ahead. You may find the external funding checklist Excel document on the School website useful for this purpose. This can be found on the Fees and Funding section.

2.3 Applications

Applications can vary from organisation to organisation, but it is important to remember that these forms are a tool to allow candidates to be easily compared, as the information given is in the same format for each candidate.

Below is some useful guidance to completing an application form. Although these guidelines are applicable to completing applications for financial scholarships, they can also be used to cover other types of applications you may have to complete when you leave the School.

The Scholarship Covering Letter

1. The application covering letter is important as it conveys to the funding organisation the 'package' of why you are a suitable candidate for the scholarship. It is essential to remember that this is an opportunity to demonstrate professionalism and knowledge of appropriate etiquette, so it should be completed accurately and neatly. If possible, make a determination to find out to whom the letter should be addressed and make sure you have that individual's name and title spelt correctly (avoid using either "Dear Sir" or "Dear Madam").
2. In the body of the letter, express your pleasure at the opportunity to submit your application for the specific scholarship you are seeking. It's always useful to add a sentence recognising the reputation of the establishment and why you would like the opportunity to audition/apply.
3. It is important to close the letter by expressing your enthusiasm for participating in the process and always thank the recipient for their time and consideration.

Before setting pen to paper

Read the guidance notes: You should always read all the enclosed explanatory or guidance notes before completing your application as they will provide essential clues to completing your form accurately and correctly.

Read about the awarding organisation and look at details of the scholarship to help you understand what skills and experiences are required. Refer to these to help you with questions about your skills, experience and why you should be awarded the scholarship.

Read the application form carefully: Before you start filling in the scholarship application form, read right through the form and note any special instructions (for example, "Give details of other funding applications" or "Beginning with the most recent"). As you read each section, think about what the establishment is trying to find out and answer accordingly.

Different types of application forms

Online forms: Some sites give you the option to fill in an application online where you can save your work as you go along. If so, make the most of this function to save it and come back and look at it later. If you do not have an option to save the form as you go along, prepare long answers in advance in, for example, Word, so that you can spell-check them and then copy and paste them in to the final copy to submit. Print out the completed copy, proof read it and get a friend to check it. Keep the printed copy to look at if you are offered an interview or to copy material from in the future.

Electronic forms: As with online applications, it is better to type your answers into the fields rather than to print out the form and hand write it. Typing is easier to read, and poor handwriting

as well as poor grammar can make an application seem messy and hard to understand. It would be wise to have a practice and then print it out and read before amending and submitting.

Hard-copy forms: Check to see if the form stipulates that you have to write in a particular colour ink or in capitals. Photocopy the form and make rough drafts before filling in the final version. Once completed, proof read the form and get a friend to check it. Keep a photocopy to look at if you are offered an interview or to get material from in the future. Try to keep the form neat. If you need more space to answer a question, and the form does not forbid it, use a separate sheet of paper.

When filling in the form

Complete all sections: Make sure that you have completed all sections that are applicable to you, try not to leave any blanks and be as informative and accurate as possible in your answers. Put N/A if the question is not applicable to you.

Personal information: With any personal information related enquires, such as your name and address, make sure all your contact information is correct and up-to-date. With regards to your email address, make sure it looks professional. If your email address sounds at all jokey, such as groovydude08@exampleemail.com, it will not present you in a professional light. While attending the School it is best to use your School email address, e.g. Joe.Bloggs@stu.gsmd.ac.uk. If after you submit the application form you change any of your personal information it is best to inform the organisation as soon as possible.

Academic History: On some application forms there might be a section asking you to provide information of the educational establishments you have attended and the qualifications you achieved during your time there. Again, it is important to be as informative and accurate as possible. Do not embellish the truth about the grades you were awarded or are predicted to achieve as a lot of establishments may ask you to provide evidence or will check with your referees.

Employment/Work Experience: Most application forms will require you to provide details of work experience or employment you have undertaken. Please note the organisation will want experience that is relevant to the field in which you are applying for the scholarship and therefore it is best not to list every part-time job you have had. Think carefully and try not to be too detailed. For example, if you worked at a summer school it is worth mentioning but a part-time job on the cheese counter at your local supermarket

is not. However, if the employment is not relevant to the field but identifies a period where you were not in education then you should identify it.

References: It is important you supply two referees for your application, if no number is specified. Ideal referees are relevant teachers or employer. Check with your referees that they are happy to provide a reference before including their names and make sure you supply accurate contact information.

Statement in support of your application: When completing your personal statement, you should aim to keep it at a reasonable length. You need to be informative, whilst being honest as to why you feel you should receive the scholarship, it is best to not focus too much on the financial aspects of the scholarship. Instead you should focus on what you hope to achieve if you receive the scholarship. It is also important to stress how passionate you are about the opportunity to apply/audition.

The essential four sections you need to cover are:

- What you hope to achieve while studying at the School,
- What you are aiming to do when you leave the School,
- How you plan on supporting yourself financially,
- The amount you have requested, and why, from the scholarship.

You can continue on a separate page if required/allowed. Remember to keep a copy of the organisation's guidance to hand and to refer constantly to this in your statement as this is the key part of the application form the organisation will use to determine whether you would be a worthy recipient of the scholarship.

Parent/Guardian/Partner's occupation and income: Some organisations only support students on the basis of parental/guardian's occupation, and so ask applicants to supply this information.

If you wish to be considered for a Scholarship on the basis of financial need (e.g. you have no financial support from your parents, guardian or partner), it is helpful for the organisation to know their financial position so that they can assess the financial support you are already receiving.

If you are requested to state your household income make sure you state the exact amount in pounds sterling (£) even if parents/guardian/ partner are retired, studying or on benefits. It is important to note that some applications who ask for this information will require the signature of any individual whose details are supplied here to confirm that the information is correct.

Predicted income and expenditure for 2021/22: Most applications will ask you to predict how much your income and expenditure will be for the academic year. It is important you let the organisation know of any ongoing debts (e.g. student loans) you may have. Again, it is important to be as accurate and informative as possible, and it is vital you do not misinform about any debts or your income.

Other financial applications: If you are asked to provide a list of other organisations you have applied to for funding, it is best to be honest and to give as much detail as possible; the amount you have asked for, as well as the deadline after which you will receive a decision.

Extra documents

Equal Opportunities Form: If the application form includes an equal opportunities form, it is useful for the organisation for you to provide as much information as possible so that they can use it to evaluate their services.

Curriculum vitae: Some applications may ask you to enclose a copy of your most up-to-date CV. This should be typed and well-presented. Please remember to include the following details:

- your name, nationality and date of birth,
- your instrument/voice (musicians only),
- your education to date,
- your professional experience.

There are many websites providing generic advice about the basics of writing CVs such as [the CV Tips website](#). You may also like to include a copy of your professional biography, but this should be in addition to, rather than in place of, a more factual CV.

Before submitting:

Re-read the completed form: Even though you may have copied your answers from a rough version, make sure to double check for errors and re-read what you have written and correct any mistakes.

Make sure you sign the form or if you are submitting an online application, make sure the form submits before shutting down the computer. It would be disappointing to have filled in the entire form only to have it disqualified for being unsigned or incomplete.

Envelopes: Make sure you use an envelope that is in ratio to the size of the application form – e.g. if the form is size A4, make sure you use an A4 envelope. If you use a smaller envelope the application form will look scruffy. Also it is vital you make sure you pay for the correct postage, remembering proportional pricing, so that the organisation does not end up picking up your postage bill!

Create a file: It is best to keep your scholarship application forms to hand, so you can look at them if you get an interview or to get material from in the future. Make sure you keep this file up to date and as organised as possible. If you are applying for more than one scholarship it may be beneficial to create either a spreadsheet or a table listing each scholarship, when you applied, the date of the deadline and the response you received.

After submitting - Remember to say thank you: If your application is successful, it is important for you to take the time to thank the organisation for awarding you the scholarship. You should do this within seven days of receiving notification that you have been successful as well as when the award is provided by the scholarship. It is also courteous to keep the organisation informed of your progression as a musician, by informing them of any awards or qualifications you receive, and perhaps even inviting a member of the organisation when you perform in a concert or recital.

Section Three: Financial Support from the School

The Guildhall School admits students solely on the basis of merit and is committed to equality of opportunity. It will do its best to ensure that a student who is offered a place on merit is not prevented from taking up that place on grounds of financial hardship, but students are expected to plan for and manage the financing of their studies and the related maintenance costs.

3.1 Guildhall School Scholarships

The School offers a range of scholarships to all students regardless of domicile. These awards are supported by external donors including City Livery Companies, grant-making trusts and foundations, businesses and individuals. All of these donations enable students to take up their places at the School or continue their studies. An award may be made to cover either the full cost of tuition fees or a fraction of them, and may include an element for maintenance. These are awarded usually on the basis of merit but financial need is also considered. **Scholarships are either awarded with the offer of a place at the School, or can be applied for after an offer of a place at the School has been accepted.**

The application form will be made available online to students who accept a place at the School and should be returned within **two weeks** of receiving the details or by the advertised deadline where possible.

Music Scholarship deadline: To be announced. Applicants should note that an early application is advised. Please direct any queries to Sophie Hills, Deputy Head of Music Administration, on +44 (0)20 7628 2571 #7934 or by email to music_scholarships@gsmd.ac.uk.

Production Arts Scholarship deadline: To be announced. For further information on how to apply for Scholarships for Production Arts please email pa_scholarships@gsmd.ac.uk or contact the Drama Department on +44 (0)20 7382 2323.

Acting: information about scholarships will be made available to students attending the Recall Auditions in May. For further information on how to apply for Scholarships for Acting please email acting_scholarships@gsmd.ac.uk or contact the Drama Department on +44 (0)20 7382 2323.

Students who receive a scholarship will be required to satisfy a number of conditions based on the type of award they receive. If these requirements are not met, the scholarship award will be withdrawn and students will be required to return the full amount of the award for the year. The Development Office will write to recipients with further details during the first term of enrolment.

PLEASE NOTE: If you are required to pay a tuition fee deposit by 15 July but are awaiting results or a decision about a tuition fee scholarship, then you must still pay the deposit by the due date to secure your place. Any overpayment will be credited to your first instalment of fees.

There are no cash scholarships available for the PGCert. There are a limited number of partial tuition fee waivers, with priority given to Guildhall School staff (including CYM and partnership Hubs) and those who are assessed as overseas fee level.

3.2 The Hardship fund

The School endeavours to support students who find themselves in financial difficulties. Under normal circumstances students are expected to have arranged sufficient funding prior to the commencement of their programme. However, if students experience an unforeseen change of

circumstances they may qualify for an award towards living costs to help them overcome their financial difficulties. Applications are considered on a case by case basis. A grant will be awarded if the circumstances merit it. Grants are normally in the region of £200-£400 with a maximum of £1,200 in any one year. Enrolled students who require further information on applying to the Hardship fund should contact Sue Cowan, Head of Student Affairs on +44 (0)20 7382 7198 or by email sue.cowan@gsm.ac.uk.

3.3 Work Opportunities

As programmes at the School can be very intensive, students may not be able to work during term-time. However, students may be able to find ways of earning money before the programme begins and sometimes during vacations. It is important that students plan this in advance and, if they have a visa, check how many hours they are allowed to work.

The School's Student Affairs Department publishes on the School student intranet pages paid work opportunities both within the School (eg. stewarding) and outside.

Students should bear in mind when considering taking up employment that they must be able to satisfy the demands of their programme. The BA and MA in Acting students, in particular, are requested not to work during term-time.

Outside Engagements/Teaching List - The School receives requests for a wide variety of performance related work. The majority is for background music at functions, weddings and private events and for after dinner entertainment at Livery and City dinners. The School also get requests for recitals in churches and for music clubs and societies. There are also opportunities for oratorio soloists and some concerto performances. The final decision as to who gets the work is taken by the Music Events Coordinator, taking into consideration the booking, type of event and repertoire requested.

- Event Stewarding** – The School is continuously looking for new stewards to help cover the ever increasing programme of events organised by the School.

- Library Assistants** – Each year the School recruits and trains a small team of Student Library Assistants to help staff the library issue desk

Further information of work opportunities at the School will be available in the Student Handbook 2021/22.

Student Visa (formally called Tier 4 Student Visa) and working in the UK

Unless a visa has a work prohibition, students can work part-time for up to 20 hours a week during term-time and may work full-time during their holiday period. Even if students have previously had a work permit and are working professionally, once they have a student visa, these regulations apply.

New guidance has been published by the UK Visa and Immigration (UKVI) permitting employment in professional performances for Student Visa holders however this is subject to control by the School's Outside Engagement service. The new guidance does NOT permit students to make their own arrangements to perform with a promoter other than the School, whether paid or unpaid. A student holding a Student Visa undertaking a public performance outside the conservatoire and not organised through it, even if unpaid, is in breach of their visa conditions and ultimately could face sanctions from UKVI up to and including deportation.

As an authorised student sponsor the School must report to the Home Office any suspicions it may have that a student is breaking the conditions of their permission to stay – this includes unauthorised employment.

Section Four: Other forms of financial support

4.1 Disability-related support

If you are from the UK and you are on a full-time or part-time postgraduate programme and have impairment-related course costs, you may be eligible for Disabled Students' Allowance (DSA). DSA provide extra financial help if you have an impairment, health condition (including mental health conditions) or a specific learning difficulty (e.g. dyslexia). Unlike undergraduate DSAs, there is one allowance for all costs.

The postgraduate DSA is assessed by Student Finance England, The Department of Employment and Learning in Wales, The Department of Employment and Learning in Northern Ireland and the Students Awards Agency for Scotland (SAAS).

The postgraduate DSA is not means tested, so your income and savings will not be taken into consideration when calculating your entitlement. Instead the support to which you are entitled is determined by the needs assessment which is carried out by Student Affairs at the School. However, if you hold an award from a Research Council then you should apply directly to the Research Council for DSA.

For further information about applying for DSA and eligibility please refer to the information available on the websites of the relevant funding provider:

- [Student Finance England](#)
- [Student Finance Wales](#)
- [Student Awards Agency Scotland](#)
- [Student Finance NI](#)

For further information about DSA support please see the School's Disability Statement on the Schools' [Disability Support webpage](#).

If you have any enquiries about registering a disability or the disability allowance please contact Student Affairs on +44 (0)20 7382 7219 or email student.affairs@gsmd.ac.uk.

4.2 Erasmus + Master Loans

While future participation in the Erasmus+ programme will depend on the outcome of Brexit negotiations, we will continue to accept incoming students on the scheme under current conditions. Students from partner institutions wishing to study at Guildhall in 2021/22 should consult their study abroad advisor to confirm that they are eligible to apply for Erasmus funding to study in the UK.

4.3 Additional information for Part-Time students

Students who are considering enrolling on a part-time basis should consider that;

- In most cases part-time students are not automatically eligible for council tax exemption. Some councils will take into consideration the number of notional hours confirmed on the certificate, other councils will base the decision only on the mode-of-attendance.

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- Part-time students studying at the School may not be eligible for the Transport for London Student Oyster Card discount scheme and will have to pay the full fare (for eligibility criteria, please visit the [TFL website](#)).

Section Five: Where to find further information

5.1 Private grants and awards from Charities and Trusts

Listed below are some external funding resources that you may wish to contact to explore alternative forms of financial aid.

- [The Directory of Social Change Library](#) (DSC) - 24-32 Stephenson Way, London NW1 2DP.
- **Local Trusts** in your part of the country and in London
- **Major grant-making trusts** which fund education
- **Grants for individuals in need**
- **Local businesses, trade unions or charitable trusts** established by national companies and corporations (especially those where you have a family connection)
- **Local community** – e.g. Rotary Clubs, Chambers of Commerce, church
- **Local theatre, musical or arts organisation**
- **Your son's/daughter's previous college or university** – contact the careers office and alumni association
- [Help Musicians funding database](#)
- [The Countess of Munster Musical Trust](#) website contains an excellent guide to sources of funding and competitions for young musicians. It includes a comprehensive list of useful web links and addresses of charitable trusts. The Trust also considers applications for the assistance of the musical education of individual students (British or Commonwealth students).

5.2 Internet

- [The Alternative Guide to Postgraduate Funding](#) –resource with a searchable database for funding, help with letter writing and other useful ideas and information. Once you have accepted your offer at the school, you will have free access
- [Postgraduate Studentships](#) lists of funding providers for postgraduate study in the UK
- [Fundsnet Services](#) has useful for US and international fundraising
- [The Association of Charity Officers](#) has links to member organisations of the Association of Charity Officers.
- [Learn Direct](#) has advice regarding studying including funding
- [Churches Together in Britain and Ireland](#). Click on 'Resources' to access scholarship information
- [Turn2Us](#) has a searchable database of grants and financial support
- [Disability Rights UK](#) has information about funding for students who are not eligible for DSA

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- [Postgraduate Search](#) is an online scholarship database
 - [Commonwealth Scholarship and Fellowship Plan](#)(CSFP)

5.3 Libraries and Publications

- The Directory of Grant Making Trusts 2020-21 ([Directory of Social Change](#))
- The Guide to UK Company Giving 2019-20 ([Directory of Social Change](#))
- The Guide to Major Trusts 2019/20 ([Directory of Social Change](#))
- The Guide to Educational Grants 2020/1 ([Directory of Social Change](#))
- National publications about studying abroad (e.g. Study Abroad published by UNESCO)
- The Grants Register 2019 (Published yearly by Palgrave Macmillan Reference Ltd. Available from: or [Palgrave Macmillan](#), Houndsmill, Basingstoke, Hampshire RG21 6XS)

5.4 Crowdfunding

Crowdfunding can be a great addition to your fundraising campaigns to charities and trusts. If done appropriately and wisely with some caution and care, the more conventional charity funding and crowdfunding can be allies.

Crowdfunding websites:

- [Hubbub](#) Crowdfunding for education and social good
- [Indiegogo](#) Crowdfunding for education and educators
- [Crowdfunder](#) Crowdfunding for projects
- [Go Fund Me](#) Personal Fundraising Site

(this is not a comprehensive list; please read the fine print on everything before your commit.)

Below are some articles that would be useful to read before you begin your crowdfunding campaign:

- [Meet the Students Crowdfunding their university tuition fees](#)
- [Crowdfunding: what you need to know](#)
- [Crowdfunding for the arts: top tips from the experts](#)

5.5 Other contacts

- Your teachers, tutors and careers advisors
- Contacts – family, friends, people who have engaged your services

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- LEA – ask for advice and refer to Local Authority websites which may list charitable trusts established to benefit people from your area
 - If you are not a UK student, you should contact your own ministry of education and British Council office for details of scholarship opportunities for students wishing to study overseas.

Section Six: Tuition fees for entry 2021/22

The tuition fees are for the listed academic year, subsequent years of study whether full or part-time will be charged at the rate for that year except where indicated. For regulated Home undergraduate fees, the School will charge the maximum fee permitted by the government for that year. All other tuition fee levels are set by the Board of Governors at least a year in advance and may reflect the inflation rate at the time of approval and any significant changes in the cost of delivery (eg utility costs) where relevant. You should budget for a minimum annual increase of 2% to 3%. Where a significant increase above the inflation rate is determined for new entrants, transitional tuition fees may apply for continuing students.

From September 2020, all Home students assessed as ELQ, and 'Island' students will be charged at the Home rate.

For definitions of home and overseas fee status, please see the [Fee Assessment Webpage](#).

A non-refundable 15% deposit of tuition fees due is required by 15th July 2021. However, Home undergraduate students eligible for a student loan are exempt.

Please visit the [Fees and Funding page](#) of the Schools website for a full list of the Tuition fees for entry 2021/22.



If you require further information about funding sources, please do not hesitate to contact the Student Funding Officer on: +44 (0) 20 7382 7181 or by email at: studentfundingofficer@gsmd.ac.uk