

University of Essex

Disabled Student's Allowance (DSA) Laptop Contribution Fund 2021/22

The University offers a £200 reimbursement for the cost of laptops for students whose disability means that they need one for study but who are required to pay a £200 contribution towards their DSA awarded equipment. The fund is for students who are from a low-income household. This is a reimbursement scheme; payment will not be given in advance of any purchase. We are unable to reimburse students who have purchased equipment externally from the scheme.

Terms and Conditions

1. Eligibility

To be eligible to receive a Disabled Student's Allowance (DSA) Laptop Contribution Fund, you must meet all of the following criteria to be considered for an award:

- You are eligible for UK home fees and funding and ordinarily resident in the UK (***overseas and EU students are not eligible***)
- You are a current full time or part-time registered student at the University of Essex
- You have completed a Study Needs Assessment for academic year 2021/22
- You have received a letter from Student Finance England recommending equipment and confirming the requirement to make a £200 contribution.
- You have an annual household income of up to £25,000 as assessed by Student Finance England or other UK student funding provider or are receiving the maximum support available from the means tested NHS bursary

What if my household income is above £25,000 but I am unable to pay?

If your household income is above £25,000 and you are struggling financially due to exceptional, unexpected and unforeseen circumstances you may be able to apply to the main hardship fund. Further details can be found [here](#).

Students who are not eligible

The following students are not eligible for this award regardless of meeting the above criteria:

- Students who are not in attendance and on an assessment only programme
- Students whose course is sponsored by an employer
- Students on a distance learning programme
- Students on unsubstantial part-time or short courses
- Students who are studying through a University of Essex Partner (e.g. Kaplan, University of Essex Online, Tavistock, etc.)
- Students on Higher/Degree Apprenticeship courses

2. Evidence

You **MUST** provide the following:

- Proof of purchase such as the invoice/receipt of payment for the laptop
- Evidence of DSA-eligibility and computing equipment recommendations
- Student Finance England notification letter or evidence of customer reference number

If you cannot provide this evidence, please explain your reason for this on the application form.

3. How to apply

1. Ensure that you meet the eligibility criteria above
2. Carefully read these guidance notes
3. Register for the [Blackbullion](#) online money management website
4. Click the 'Funds' tab and select 'UoE Disabled Student's Allowance DSA Contribution Fund'
5. Submit your Application form and evidence

Please note that your application will not be assessed until you have provided all necessary evidence.

4. Payment Arrangements

- Awards will be paid via BACS to your nominated bank account as stated in your application.
- If you're eligible, you will receive a £200 contribution towards the cost of a laptop.
- Your application will be assessed and payment will be made to eligible students within 7 working days of the assessment outcome.

5. Can I hold this with other awards?

The Disabled Student's Allowance (DSA) Laptop Contribution Fund can be held in conjunction with other University awards that you may be eligible for.

6. Appeals

If you are dissatisfied with the decision of your outcome of your application, you can appeal within 10 working days of your outcome email from Blackbullion. Appeals should be sent to the [Funding Team](#).

Your appeal will be considered at the discretion of the Student Services Manager or his/her nominee.

7. Resolution of disputes

Acceptance of the Disabled Student's Allowance (DSA) Laptop Contribution Fund constitutes acceptance of these terms and conditions. Registered students should contact the [Funding Team](#) in the first instance for guidance regarding this award. In cases not covered by the above terms and conditions, or where a student claims exceptional circumstances, or disputes a decision not to make payments due under this scheme, final appeals on decisions regarding eligibility must be made via the [Student Complaints process](#). The Academic Registrar or his/her nominee will review the case and his/her decision will be final.

NOTE: These terms and conditions apply to the Disabled Student's Allowance (DSA) Laptop Contribution Fund awarded to students for the academic year 2021-22. The University of Essex reserves the right to update these terms and conditions as necessary.