

University of Essex Disabled Student's Allowance (DSA) Laptop Contribution Fund 2022/23

The University offers a £200 contribution towards the cost of laptops for students whose disability means that they need one for study and who are from a low household income. This is a reimbursement scheme; payment will not be given in advance of any purchase.

Terms and conditions

Eligibility

- This fund is restricted to registered full-time and part-time students who are Home fee payers in academic year 2022/23.
- Applicants should have completed a Study Needs Assessment for academic year 2022/23, had equipment recommended and purchased this equipment.
- Applicants have an annual household income of up to £25,000 as assessed by Student Finance or other UK student funding provider.
- The fund is offered in the form of a one off no repayable payment directly to the bank account stated in the application. This fund can be held in conjunction with other University awards.

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

If your household income is above £25,000 you can apply to the main Hardship Fund. Further details can be found [here](#).

Students who are not eligible

The following applicants are NOT eligible for the DSA Laptop Contribution 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.

Evidence

The following evidence must be provided as part of the application for the fund:

- 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 studying a postgraduate qualification, evidence of Household Income will be required. This may be a P60 for the 2021/22 tax year, a Statement of Earnings from HMRC or equivalent evidence from the home country.

If household income was zero or if the student has an emergency tax code (e.g. ending in M1, W1, or T), a Statement of Earnings should be submitted instead of a P60 (unless claiming a means tested benefits).

If any of the above evidence cannot be provided, an explanation for the reason for this should be provided on the application form.

How to apply

1. Ensure the eligibility criteria applies
2. Review the 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 Application form and evidence

Applications will not be assessed until all evidence has been provided.

Payment arrangements

- Awards will be paid via BACS to the nominated bank account as stated in the application.
- If eligible, students will receive a £200 contribution towards the cost of a laptop.

- Applications will be assessed and payment will be made to eligible students within 7 working days of the assessment outcome.

Resolution of disputes

Acceptance of this award 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 an award, final appeals on decisions regarding eligibility must be made via the [Student Complaints process](#). The Academic Registrar or their nominee will review the case and his/her decision will be final.

These terms and conditions apply to the academic year 2022/23. The University of Essex reserves the right to update these terms and conditions as necessary.