

## Compelling Personal Reasons (CPR's)

**(For Undergraduate UK and eligible EU students)**

Usually, students are only entitled to full student funding for the full normal duration of their course, plus one additional 'gift year'. For those who have had more than one period of intermission or repeat study this can mean that there isn't full funding available for the whole of the course. (See our Repeat Study and Funding guidance sheet for more information.) When funding is affected, students can usually still receive the maintenance loan but are unable to get the tuition fee loan.

However, if you have intermitted from your course or had to repeat the year due to extenuating circumstances like a personal or family crisis or ill health (including mental health) then you may be eligible to apply for an additional year (or years) of full funding from your student funding provider. This is known as Compelling Personal Reasons (CPR).

To apply for Compelling Personal Reasons, you should complete the usual application form online and then write a covering letter and send supporting evidence to your student funding provider. (UK home funded students can upload this via their Student Finance online account).

The letter should contain the following:

- Your full name and customer reference number.
- A full description of your Compelling Personal Reasons, how they have affected your ability to study and that this has resulted in you having to intermit and/or repeat the year.
- Dates that you were affected
- A list of evidence that you are submitting along with your covering letter.

The evidence that you are submitting to support your case should be from a professional service, if possible. The evidence that you can provide will of course vary depending on your situation but could include letters from your GP, Hospital, Consultant, Psychiatrists, Counsellors, Mentors, for health-related issues or Crime Reference numbers from the Police, birth/death certificates and letters from religious ministers for other circumstances. You may also want to include letters from tutors or Wellbeing staff if you have been in contact with them regarding your situation. It must specify the dates affected.

### **Intermitting students**

When you intermit from your course your funding provider calculates any overpayment of loan which may have been paid to you in advance – they will then contact you regarding repayment. If you are intermitting from your course due to ill health (including mental health) and you can provide evidence of this, then you may be eligible to receive an additional 60 days of funding. You will need to submit evidence to the Student Progress Team. This would not be an additional payment but would reduce the overpayment. See our Intermission and Funding factsheet for more information.

### **NHS Learning Support Fund students**

You should contact your Departmental Administrator for further advice.

