



[Department  
for Education](#)

## Guidance

# Initial teacher training bursaries funding manual: 2022 to 2023 academic year

Updated 10 February 2022

### Contents

- [What a training bursary is](#)
- [Training bursary award and eligibility](#)
- [Eligibility for training bursaries](#)
- [Admissions](#)
- [Teaching outside of England after the award of QTS](#)
- [Bursary and scholarship payments](#)
- [Monitoring, assurance and data requirements](#)
- [Annex A: list of subjects eligible for a bursary](#)
- [Annex B: assessing UK academic qualifications](#)
- [Annex C: assessing overseas qualifications](#)
- [Annex D: value and timing of training bursary payments](#)
- [Annex E: training bursary funding cycle](#)
- [Annex F: assurance and audit process](#)

 [Print this page](#)

## What a training bursary is

A training bursary is a tax-free financial incentive to attract high-quality graduates into the teaching profession. The bursary amount varies according to the subject which they train to teach.

[Training bursary award and eligibility](#) includes:

- an overview of the financial incentives
- eligibility criteria for trainees

Training bursaries are awarded to trainees based on the classification of their first degree but are also available to trainees who hold other relevant academic qualifications.

## Scholarships

We work with professional bodies to provide a limited number of scholarships worth £26,000 for trainees on secondary mathematics, physics, computing and chemistry courses.

More information about scholarships is available on the [Get into Teaching](#) website.

## Training bursary award and eligibility

[Eligible ITT subjects](#) set out the training bursary rates for courses starting in the 2022 to 2023 academic year.

Training bursary awards are fixed for the duration of the trainee's ITT programme and are not affected by the length of training.

We'll publish further information regarding future training bursaries at the appropriate time.

You must not make assumptions about the value or scope of training bursary awards in future years based on the information provided in this document.

## Eligibility

The training bursary awarded is dependent on the:

- subject that a trainee trains to teach – not the subject of their degree or academic qualification
- grade of their highest academic qualification

### Example

If a trainee with a first-class degree in biology trains to teach physics, they will be eligible for a £24,000 physics bursary. If they train to teach biology, they will be eligible for a £10,000 biology bursary.

This must not change your selection or recruitment process, including making judgements about the suitability of an applicant's degree and other subject knowledge for the subject in which they will train.

Holding one of the following qualifications may mean a trainee is eligible for a bursary:

- first class, upper second-class or lower second-class undergraduate honours degree
- master's degree

- doctoral degree
- medical master's degree (distinction)
- aegrotat (unclassified) honours degree

There is no bursary available for awards below a lower second-class undergraduate degree.

Further information about the assessment of UK academic, professional or overseas qualifications is provided in:

- [Annex B: assessing UK academic qualifications](#)
- [Annex C: assessing overseas qualifications](#)

### Eligible ITT subjects

Scholarships and training bursaries are available in the following subjects. This is only applicable for post graduate ITT.

Subject	Scholarship	Bursary
Physics	£26,000	£24,000
Mathematics	£26,000	£24,000
Computing	£26,000	£24,000
Chemistry	£26,000	£24,000

Trainees cannot receive both the scholarship and training bursary.

Bursaries are also available in the following subjects.

Subject	Bursary
Design and Technology (including engineering and food technology)	£15,000
Geography	£15,000
Languages (including ancient languages)	£15,000
Biology	£10,000

A full breakdown of eligible subjects can be found in [Annex A: list of subjects eligible for a bursary](#).

No other ITT courses will attract a training bursary, regardless of a trainee's degree class.

## Undergraduate bursary

A training bursary for final year undergraduates of £9,000 is available for trainees on secondary mathematics and physics courses that lead to qualified teacher status (QTS).

The bursary is:

- available to undergraduate trainees who enrol on a QTS course beginning in the 2022 to 2023 academic year
- payable in the final year of their course

The same £9,000 training bursary is available to trainees on an opt-in secondary undergraduate mathematics, physics, computing or languages course that leads to QTS.

Trainees who are on an undergraduate course that leads to the award of QTS and also leads to the award of a Master's degree receive a £9,000 bursary in both the penultimate and final years of their course. This means that the trainee will have received a total of £18,000 by the point of completion.

## Troops to Teachers undergraduate bursary

A training bursary worth £40,000 is available for undergraduate veterans who have left full-time employment from the:

- British Army
- Royal Air Force
- Royal Navy

They must have left employment no more than 5 years before the start of their course.

The bursary will be paid in equal monthly instalments in each of the final two years of the course, with £20,000 payable in each year. The ITT provider should confirm the actual payment schedule with the trainee.

The bursary is available to undergraduate trainees who enrol on an eligible ITT course that leads to QTS in biology, physics, chemistry, computing, secondary mathematics, or languages (including ancient languages), beginning in the 2022 to 2023 academic year.

## Eligibility for training bursaries

For a trainee to be eligible to receive a bursary, you must make sure that, from the first day of training, the trainee meets and continues to meet the criteria set out.

To be eligible, a trainee must:

- be eligible to receive student support
- hold a UK first degree or equivalent
- be taking a qualifying postgraduate or undergraduate ITT course in England
- be notified in writing by their ITT provider of their eligibility for the course
- comply with the terms and conditions of the bursary scheme
- not be in possession of, or eligible for QTS
- not be undertaking paid teaching work which contributes to their training when in receipt of the bursary

- not be simultaneously undertaking any other ITT course, training scheme or programme that leads to QTS

## Eligibility for UK student support

To receive a training bursary the trainee must meet one or more of the definitions for being an 'eligible' student to receive grants and loans towards tuition fees or living costs as set out in the [Education \(Student Support\) Regulations 2011](#), part 2 (eligibility).

For further information on these requirements, refer to [student finance eligibility](#).

It has been agreed with the EU that current EU principles of equal treatment will continue to apply for those covered by the citizens' rights provisions in the Withdrawal Agreement. This means that EU nationals resident in the UK before the end of the transition period on 31 December 2020, and who qualify for pre-settled status or settled status under the EU Settlement Scheme, will continue to be eligible for home fee status and student financial support on a similar basis to domestic students, subject to meeting the usual residence requirements.

Further guidance for European Economic Area (EEA) and Swiss citizens [is available](#).

For further information on these requirements, contact [Student Loans Company](#).

Trainees from the Isle of Man, Jersey and Guernsey may not meet one of these definitions. However, they may still be eligible for support from their respective home education departments and, where this is the case, they will still be eligible for a training bursary on the basis that they meet all other criteria.

International students can contact the [UK Council for International Student Affairs \(UKCISA\)](#) for advice on student support and other issues around studying in the UK.

## UK first degree

You should use the trainee's highest academic qualification to determine eligibility for a training bursary. You should be confident that a trainee's academic qualification has the same level of breadth and depth that would be expected of a UK first degree with at least second-class honours.

This requirement does not apply for undergraduate bursaries.

## Qualifying ITT course in England

To be eligible to receive a bursary, the trainee must be recruited to a qualifying postgraduate or undergraduate ITT course in England.

A qualifying course must:

- lead, upon successful completion, to a recommendation to us for the award of QTS
- be delivered by an institution accredited by us as an ITT provider (which may be in partnership with a lead

school for School Direct (tuition fee) courses)

- have been granted permission to recruit from the Department for Education

Further information is available by contacting [becomingateacher@digital.education.gov.uk](mailto:becomingateacher@digital.education.gov.uk). Lead schools and ITT providers will only attract funding for trainees in the subjects identified in [Annex A: list of subjects eligible for a bursary](#)

Courses that enable a trainee to be recommended for the award of Qualified Teacher Learning and Skills (QTLS), or solely an academic award such as a Postgraduate Certificate in Education (PGCE) without QTS, are not eligible for a training bursary or scholarship funding.

### **Combination courses**

The course content must be 50% or more of the bursary subject awarded.

For example:

- a course with content of 50% or more in mathematics and the remainder PE would receive the mathematics bursary
- a course with content of more than 50% PE would not be eligible for a bursary as there is no bursary award for this subject

Courses with equal content of 2 subjects will be awarded the bursary for the subject which attracts the highest bursary rate.

For example:

- a course with content of 50% physics and 50% biology would be awarded the higher physics bursary
- a course with content of 50% languages and 50% English would be awarded a languages bursary even though there is no bursary award for English

## **Determination and notification of eligibility**

You must determine whether a trainee is eligible to receive a bursary and inform them in writing if this is the case. More information on bursary eligibility is available in the [admissions](#) section.

You should make sure that trainees are informed of whether they're eligible for a bursary in good time before the start of their ITT course, and of the relevant payment schedule. An individual is only eligible for a bursary when this is confirmed in writing by their ITT provider. We cannot provide written confirmation to trainees.

## **Trainee requirements**

We expect that trainees who accept a place with you and are eligible to receive a bursary will:

- inform you of any changes in their bank account details and address
- promptly inform you if they intend to withdraw from the course
- sign a declaration of understanding with you to the effect that they expect to seek a teaching post in

England on successful completion of their course

You should also make it clear how you intend to pay the trainee.

## Eligibility for QTS

Individuals who hold QTS on the first day of their ITT course are not eligible for a training bursary. Separate continuing professional development (CPD) may be appropriate for those who already hold QTS.

QTS is a legal requirement to teach in certain English schools and is considered desirable for teachers in the majority of schools in England. There are [different routes to QTS](#) depending on where the applicant qualified and whether they already have teaching experience.

Qualified teachers from these countries may be able to receive QTS following an application to the Teaching Regulation Agency (TRA):

- countries in the EEA
- Switzerland
- Gibraltar
- Australia
- Canada
- New Zealand
- USA

Teachers who qualified outside the listed countries will need to complete a course of Initial Teacher Training or as an experienced teacher with a degree, they may be able to apply for Assessment Only QTS to demonstrate they meet the standards for QTS.

You must advise applicants to apply to us where potential equivalency is identified during the recruitment process, for example during the application or interview stage. Teachers who are successful in their application and receive QTS will not be eligible for a bursary. You can continue the bursary assessment of those trainees that are unsuccessful in their application to us.

Potential trainees who may already be eligible to receive QTS under the conditions described should email [qts.enquiries@education.gov.uk](mailto:qts.enquiries@education.gov.uk) or visit [Qualified teacher status \(QTS\): qualify to teach in England](#) for more information.

Individuals who hold QTLS status and are members of the Society for Education and Training (SET), formerly the Education and Training Foundation (ETF), are recognised as qualified teachers in maintained schools in England. They must continue to maintain their registration with SET for this recognition to be valid. The [SET Professional Status register](#) is available to check a trainee's status.

They will still be able to apply for an ITT place and receive a bursary. To receive a bursary, they must meet all the criteria specified in [eligibility for training bursaries](#).

Individuals who hold Early Years Teacher Status (EYTS) are also still able to apply for an ITT place and in turn, receive a bursary. However, they must meet all the criteria specified in [eligibility for training bursaries](#) to be eligible.

## **Paid teaching work**

Trainees receiving bursary payments must not receive a salary or other payment for any type of teaching work which contributes to their training whilst undertaking their ITT course.

Therefore, if the trainee's employment is unrelated to the ITT course, and will not be used as part of the trainee's assessment, for example, against the Teachers' Standards, then the trainee may receive a salary for this work alongside their bursary payments.

Trainees are deemed to be employed as a teacher if they are employed under a contract of employment or services with one or more local authorities, governing body or institution to:

- be the headteacher or principal of one or more schools or institutions
- carry out one or more of a range of specified activities at one or more schools or institutions

This definition of a teacher can include people employed by a local authority to teach as a supply teacher in schools maintained by that authority but does not include people employed by private teacher supply agencies or private tutors.

The definition of a teacher includes 'unqualified' teachers who meet one or more of the descriptions set out in paragraphs 2 and 4 to 9 of schedule 2 in the [Education \(Specified Work and Registration\) \(England\) Regulations 2003 \(no 1663\)](#).

Under this definition, teachers are permitted to carry out 'specified activity', including:

- delivering lessons
- assessing the development, progress and attainment of pupils

Refer to these regulations for the full definition of 'specified activity'.

## **Undertaking other ITT courses, training schemes or programmes that leads to QTS**

To be eligible for a training bursary, trainees must not simultaneously undertake any other:

- ITT course
- training programme leading to QTS

## **Admissions**

You must make sure that those responsible for making decisions on bursary eligibility are familiar with, or have access to, advice on the range of qualifications generally regarded as equivalent to a first degree in the UK. This may include:

- overseas qualifications
- professional or vocational qualifications
- qualifications no longer available but held by mature applicants



You should be aware of the range of degrees awarded by UK institutions. In all cases, you are responsible for deciding whether an individual's highest relevant academic qualification meets the bursary eligibility criteria. This includes determining whether a particular qualification demonstrates the breadth and type of academic engagement that would be expected from a bachelor with honours, masters or doctoral degree.

You must keep an audit trail of how you assess equivalency. In determining equivalency you may:

- use internal colleagues, such as those in the relevant subject department
- consult external organisations, such as the awarding body of the equivalent qualification
- conduct a review of the course content or transcripts of the other qualification

We reserve the right to request this information for assurance purposes and to ensure the robustness of your processes.

Where ITT providers lack the institutional experience to assess the validity of academic qualifications they should refer to the [Framework for Higher Education in England, Wales and Northern Ireland](#).

## Teaching outside of England after the award of QTS

ITT providers should seek assurances from trainees in receipt of a bursary that they intend to seek a teaching post in England upon successful completion of their course.

We will collect data on trainees who are not domiciled in England and are accessing bursaries. We reserve the right to request further information from ITT providers with high levels of trainees who are domiciled outside of England.

## Scholarships

We work with professional bodies to provide a limited number of scholarships worth £26,000 for trainees on secondary mathematics, physics, computing or chemistry courses.

More information about these scholarships is available on the [Get into Teaching](#) website.

Trainees cannot receive both the scholarship and training bursary. Trainees whose scholarship application is unsuccessful may be eligible for a training bursary.

We're responsible for administering scholarship payments to you. These payments will be made via the standard training bursary funding process. You are then responsible for making payments to the trainee.

The relevant professional body will assess the applicant's eligibility and inform them if they have been recommended for the scholarship. They should use their discretion when considering degree classification and subject knowledge.

Further details can be found on the websites of the relevant organisations, which are:

- Physics: Institute of Physics ([IoP](#))
- Chemistry: Royal Society of Chemistry ([RSC](#))
- Mathematics: Institute for Mathematics and its Applications ([IMA](#))

- Computing: British Computing Society ([BCS](#))

The applicant must secure an eligible physics, mathematics, chemistry and computing ITT tuition fee based (provider-led or School Direct tuition fee) programme place by 1 September 2022 for the scholarship award to be valid.

An applicant will lose their scholarship entitlement if they are unable to secure a place on an eligible course by this date.

Courses that enable a trainee to be recommended for the award of QTLS, or a solely academic award such as PGCE without QTS, upon successful completion, are not eligible for a training bursary or scholarship funding.

It is not necessary for applicants to secure an eligible ITT place before applying for a scholarship. They may apply for the scholarship at any time before applying for or starting an ITT place.

Trainees are responsible for informing their ITT provider (and providing evidence) that they have been recommended for a scholarship.

You must make sure that each trainee in receipt of a scholarship is identified appropriately within [register trainee teachers](#).

You remain responsible for selecting trainees for courses regardless of their recommendation for a scholarship.

Recommendation for a scholarship does not override or take priority over the eligibility criteria as set out in [eligibility for training bursaries](#). Trainees must meet all the eligibility criteria to receive the scholarship funding.

Trainees are advised to visit the [Get into Teaching](#) website for more information about scholarship awards.

## Bursary and scholarship payments

You are responsible for the management and administration of bursary payments, including:

- assessment of eligibility
- awarding the bursary to the trainee
- drawing up terms and conditions relating to the receipt of the bursary

If a trainee is found to be ineligible for the bursary, we'll recover any bursary payments made by you. The recovery of any bursary overpayments will then be an internal matter between you and the trainee.

If you pay the Student Loans Company (SLC) to administer the bursary you remain responsible and accountable for the management of this funding.

You should make bursary and scholarship payments to trainees throughout the academic year as detailed in [Annex D: value and timing for training bursary payments](#).

These payments are not taxable. However, as with student maintenance loans, they may be treated as capital income for the purposes of assessing income for trainees in receipt of state benefits. We advise you to refer trainees to their local benefits office to determine their eligibility for state benefits.

## Payment eligibility

Trainees will be entitled to receive the first bursary payment if they are actively engaged in the ITT programme on the first day of the month following their start date.

### Example

A trainee commencing their course in September 2022 will be entitled to their first payment if they are actively engaged in the programme on 1 October. They will be entitled to the second payment if they are on the programme on 1 November, and so on. This is regardless of the provider's individual payment date.

If a trainee completes their course before the end of the academic year they may receive the full balance of the bursary in the month that they complete the course.

Training bursary funding must not be paid:

- as part of maternity or paternity pay arrangements
- during a period of unauthorised absence

In the event that a trainee is absent through sickness you may only make one further payment following the first day of absence. After this, the absence should be treated as a period of deferral and payments must stop with immediate effect.

### Example

A trainee's first day of sickness absence is 15 November 2022. The provider may make one further payment as the trainee is still considered active on 1 December, but no further payments must be made beyond this until the trainee returns to the course.

If this trainee then returns on 15 February 2023, then they will next be entitled to a bursary payment if they are still active on 1 March. The next payment, however, must not include the payments that the trainee missed by being absent on 1 January and 1 February.

These principles also apply for trainees who start their postgraduate or undergraduate courses later in the academic year. For example, if a trainee commences their course in January 2023, they will be entitled to their first payment if they are actively engaged in the programme on 1 February.

Payments must not start before the trainee commences the course.

You must maintain an audit trail of all payments made to trainees and any decisions around payment structures.

We maintain the right to request this information at any time for assurance purposes.

## Withdrawals and deferrals

A withdrawal is when a trainee who has started a course informs their provider they no longer wish to continue. A deferral is when a trainee who has started a course agrees with their provider for their course to

be paused temporarily and confirms that they intend to return.

Eligible trainees who withdraw or defer from a course will be entitled to payment for each month up to and including the month in which they formally withdraw.

### **Example**

If a trainee starts their programme in September 2022 and withdraws or defers in January 2023, they will be entitled to 4 payments in total as they were engaged in the course on:

- 1 October 2022
- 1 November 2022
- 1 December 2022
- 1 January 2023

Withdrawal or deferral information should reflect the dates given to Student Finance England for student support purposes.

In the event of withdrawal or deferral, you must:

- suspend all bursary payments to the trainee immediately
- make sure that their records are updated in [register trainee teachers](#), detailing the formal withdrawal date

We will recover any overpayments made to you after the trainee has withdrawn or deferred and will not reimburse you for any payments made to trainees in error. The recovery of any bursary overpayments will then be an internal matter between you and the trainee.

## **Returning trainees**

Returning trainees who defer and then re-join their original course, or take any advanced standing or credit to a new ITT course, will only be eligible to receive the remaining bursary award up to the value which was available in the year that they started their original course. A bespoke payment schedule may be agreed for the remaining amount between you and the trainee.

Where the length of the course is increased the bursary instalments can be amended to reflect the longer timeframe. The total bursary amount, however, is fixed and cannot be increased.

If you require bursary funding to be added to their payment profile to accommodate trainees who re-commence in the 2022 to 2023 academic year, you must contact the ITT Funding team with the relevant trainee and funding details upon their return.

If a trainee leaves one ITT course and joins a new one with no transfer of standing or credit from their previous course, and they are being charged a new tuition fee, this is viewed as a separate route to QTS.

They will be entitled to receive a new bursary, subject to the eligibility criteria and rates set in this guidance.

If the trainee has received their full bursary entitlement during a previous ITT programme this may impact their eligibility to receive bursary funding while completing a new programme in the academic year 2022 to 2023. Contact the Funding Team at [ITT.Funding@education.gov.uk](mailto:ITT.Funding@education.gov.uk) for further advice.

# Monitoring, assurance and data requirements

## Monitoring and assurance

We have a responsibility to make sure that public funds and assets generated from applicable ITT places are properly managed in line with the grant funding agreements held by ITT providers.

You will be required to demonstrate that you have administered all bursary funding in accordance with your grant funding agreements, including:

- selecting and recruiting the highest quality candidates to programmes of ITT
- designing and delivering high-quality programmes of ITT
- rigorously assessing trainees against all of the relevant standards for QTS, and only support the recommendation of those trainees that have been deemed to have met them
- demonstrating propriety and adequate controls in your financial management and complying with relevant financial reporting or governance requirements
- complying with our data requirements and requests as stipulated in all our guidance
- passing on 100% of the training bursary funding issued to you under your grant funding agreement to the trainee

You must hold full records for all trainees in receipt of bursaries, including evidence of trainees' academic qualifications achieved prior to starting their ITT.

Trainees must hold the highest eligible qualification on which their assessment was based prior to starting the course. We reserve the right to request this evidence at any point during the academic year from you, for the purpose of quality monitoring and funding assurance. This may include copies of original documentation provided by trainees, including qualification certificates.

We also expect to see evidence of:

- payments you've made to trainees
- evidence of trainee attendance or 120 days training
- confirmation of any dates you have made reference to

It is advisable that the previous 3 years' worth of records are kept after the cohort has finished.

We will use annual and interim census data collections and the Annex G process to seek rigorous assurance of all bursary payments. Your accounting officer will be required to verify these data sets.

We will contact you with further details of the Annex G process after the academic year 2022 to 2023.

We will review the allocated training bursary funding that you receive and reconcile this amount with the trainee records submitted at each census point. Funding will be adjusted at these points to meet the actual amount required. Where funding that you have received is more than the amount that you were entitled to, we will recover the excess by invoicing you or offsetting this amount against any future payments.

Remember to make sure that all trainee records in [register trainee teachers](#) are complete. This includes amending the records of trainees who:

- withdraw or defer from their ITT programme
- start later in the academic year 2022 to 2023
- return from earlier academic years

We reserve the right to delay or withhold payments if data is inaccurate or incomplete.

We will carry out a reconciliation exercise between the bursaries allocated and the actual trainee records as confirmed by the HESA and SCITT data collection exercises. In the event of any variances, particularly with regard to unclassified degrees, we reserve the right to ask you for explanations of the variances and to seek further information. We will not reimburse you for any bursaries paid to ineligible trainees.

You will be asked to complete an Annex G in accordance with published guidance, containing: income, expenditure and trainee data. This has to be independently audited and countersigned by the accounting officer ([Annex F: assurance and audit process](#)).

We will use this information to reconcile the funding that you have received with your declared expenditure, taking into account the effect of withdrawn and deferred trainees. Prior to the Annex G we'll request an interim return to provide an indicative training bursary expenditure figure so that we know what is likely to be spent on the programme.

We will write to you regarding the interim indicative return and we will issue more detailed guidance regarding the Annex G at the end of academic year 2022 to 2023 so that you're able to comply with the grant funding agreement requirements.

Failure to fully comply with the monitoring and assurance requirements in [ITT allocations and funding](#) may result in non-compliance, which could lead to the withdrawal of your accreditation.

## Data requirements and reporting

You must submit relevant data to us, including:

- the data required to complete the ITT census return in October 2022
- applications
- recruitment and employment outcomes

Failure to comply with requests for data may result in non-compliance, which could lead to the withdrawal of your accreditation.

### Data requirements for schools

Lead schools are required to give accurate data to their partner ITT provider about the schools in which each trainee is undertaking training. This must include the dates of the training periods so that this can be uploaded into [register trainee teachers](#).

### Higher Education Institution (HEI) providers

Trainee data will be collected via the [Higher Education Statistics Agency \(HESA\)](#) ITT collection. You are required to submit trainee-level data. Trainees will have teacher training course codes which will be confirmed in due course.

Providers with School Direct trainees are required to identify the lead school and up to five placement

schools for each trainee.

Details of the process are available in the register trainee teachers guidance document. Further information on this is sent out before the start of each new academic year.

### **Non-HEI providers**

Non-HEI ITT providers need to submit trainee-level data.

Provider-led or School Direct trainees can be identified by selecting the appropriate route options on the trainee form. For School Direct trainees, ITT providers will be required to identify the lead school and up to five schools where the trainee will be undertaking their training during their ITT course.

Full details of the process are available in the register trainee teachers guidance document. Further information on this is sent out before the start of each new academic year.

Any queries regarding the submission of trainee-level data should be directed to the Data Team at [becomingateacher@digital.education.gov.uk](mailto:becomingateacher@digital.education.gov.uk).

## **Annex A: list of subjects eligible for a bursary**

We will provide bursaries for the following ITT programmes:

- biology
- chemistry
- computing
- design and technology (including engineering and food technology)
- geography
- languages (including ancient languages)
- mathematics
- physics

Funding will not be provided for any subjects that are not included in this list.

## **Annex B: assessing UK academic qualifications**

### **Honours and ordinary bachelor's degrees**

The [Framework for Higher Education Qualifications in England, Wales and Northern Ireland \(FHEQ\)](#) states that someone who holds a bachelor's degree with honours will have developed an understanding of a complex body of knowledge, some of it at the current boundaries of an academic discipline.

In addition, holders of this award will be able to evaluate evidence, arguments and assumptions to reach sound judgements and communicate them effectively.

Honours degree holders will usually have completed an independent dissertation or thesis relating to the subject in which they are specialising in and will have undertaken considerably fewer contact hours than an ordinary degree. The length of study for a full-time bachelor's degree with honours is usually 3 years, while part-time courses are usually longer. Honours degrees require 360 credits for completion.

Ordinary bachelor's degrees are largely a taught degree programme with less specialisation or independent study involved. The outcome can sometimes be a license to train in a particular subject, such as accounting. A trainee may sometimes be transferred from an honours programme onto an ordinary degree programme if they've not achieved the required grades throughout the programme to graduate with honours.

Open degrees from the Open University awarded without honours would fall into this category and would not be eligible for bursaries in their own right. Trainees may be able to study a further 60 credit module to convert these degrees to honours, but this may not necessarily uplift the trainee's final classification to the level necessary for bursary eligibility. Trainees in this position are advised to contact the Open University for advice.

## List of eligible academic qualifications

You can determine what bursary award trainees will get, based on their highest academic qualification.

Holding one of the following qualifications may mean a trainee is eligible for a bursary:

- first class, upper second class or lower second class undergraduate honours degree
- master's degree.
- doctoral degree, not including honorary doctorates
- medical master's degree (distinction)
- aegrotat (unclassified) honours degree

Trainees with an ordinary degree, aegrotat ordinary degree, postgraduate certificate (PGCert) or diploma (PGDip) only are not eligible for a bursary.

The Master of Arts status conferred on application by the Universities of Cambridge and Oxford does not result in its holders being eligible for a bursary.

Trainees who do not hold a degree are not eligible for a bursary.

If a trainee is ineligible for a bursary award but feels that there are extenuating circumstances which impacted their final result, this must be raised with the awarding body of the qualification. ITT providers must not apply any discretion in these cases.

If the outcome of a qualification, such as a master's or doctoral degree, is not yet known, bursary eligibility must be determined by the highest relevant academic award on the date the training course started. If the trainee is subsequently awarded a higher qualification, their bursary eligibility may be reassessed provided the award of this qualification was made on or before the date the course started. Contact [ITT.funding@education.gov.uk](mailto:ITT.funding@education.gov.uk) for further guidance in these circumstances.

## Medical first degrees



First degrees in medicine, which are qualifying awards in professional terms, are not classified. Although usually entitled 'bachelor', they are at level 7 (master's level) on the FHEQ. However, this only applies to degrees that are 5 years in length.

You may consider the following as equivalent to a lower second class honours degree or above:

- 5 year degrees in medicine, dentistry, veterinary science and surgery
- medical bachelor's degrees, often called Bachelor's of Medical Science (B Med Sci), which may be awarded as exit awards to students who satisfy the criteria specified but fail to meet the criteria for progression to the fourth or fifth year of the qualifying medical degree

A number of award titles may be used in both categories of the award. We advise you to check individual cases with the relevant awarding bodies before making a decision about awarding bursaries.

## Professional and vocational qualifications

Providers will need to make sure that those responsible for decisions on entry understand, or have access to, advice on the range of professional and vocational qualifications generally regarded as equivalent to a first (bachelor's) degree at 2:2 or above.

It is for you to decide whether a candidate's qualification meets this criterion, and whether it demonstrates the breadth and type of academic engagement that would be expected from first degree study. Partnerships that do not include degree-awarding bodies may wish to seek advice from those that are.

## Annex C: assessing overseas qualifications

### Overseas degree equivalency

We have introduced an overseas qualification service, available through [Get into Teaching](#), which includes:

- an initial verbal check to advise candidates on what their qualifications are equivalent to (guidance only)
- a written [UK ENIC](#) statement of comparability, paid for on behalf of the candidate (if required) and only available once a candidate has applied to ITT

The verbal check is a candidate-based advice service, the aim is to provide guidance on a candidate's eligibility prior to applying. Final decisions on candidate eligibility still lie with you before the start of ITT.

When selecting trainees with overseas degrees you should make sure that they comply with the ITT criteria. A Statement of Comparability can be obtained from [UK ENIC](#) which confirms whether or not the trainee's degree is comparable to UK British Bachelor, Master's or Doctorate level.

However, the Statement of Comparability cannot be used to establish the classification of the trainee's degree, you must make a professional assessment to determine eligibility.

You must hold full records of all trainees in receipt of bursaries, including any qualifications or training they referenced in their application which was achieved before starting their ITT.

## Equivalent grading

Where the trainee's first degree can be compared to British Bachelor (Honours) and British bachelor degree standard but there is no actual grading of the degree available, ITT providers may award a bursary providing they are satisfied that the trainee's degree is of the same depth and breadth as the bursary award would indicate.

Decisions on eligibility must be based solely on the content of the qualification itself and must not include any unrelated additional qualifications or experience.

We reserve the right to request these details from you at any point during the academic year for the purpose of monitoring the robustness of your processes.

This may include:

- copies of original documentation provided by trainees, including qualification certificates
- correspondence related to the decision making process, for example, advice from internal colleagues or external organisations such as awarding bodies

Many overseas qualifications sit either above or below British bachelor (honours) and British bachelor degree standard. ITT providers may wish to request a statement of comparability from [UK ENIC](#) to verify the actual degree itself before making any judgements about bursary eligibility.

If an overseas qualification is not equivalent to at least a second-class honours degree it will be considered equivalent to an ordinary or third class degree.

Unless you consider, in your own assessment, that the degree should be equivalent to at least a second class honours degree and you are able to provide evidence which supports your assessment.

## Equivalent master's and doctoral degrees

Trainees who hold overseas master's and doctoral degrees may be assessed for eligibility. ITT providers should obtain a Statement of Comparability from [UK ENIC](#) if necessary.

Where a trainee's degree can be compared to UK master's or doctorate level, these degrees should be treated as equivalent and the appropriate bursary award should be awarded for the [eligible ITT subjects](#).

You should use your professional judgement in determining any bursary awards for overseas master's or doctoral degrees which are not equivalent to a UK master's or doctoral degree.

In exceptional cases, trainees who hold overseas bachelor's, master's or doctoral degrees that all sit below British bachelor honours degree standard, may be awarded a bursary if the ITT provider is able to provide a strong case backed up by a full audit trail for bursary eligibility.

## Annex D: value and timing of training bursary payments

## Payments for full-time courses

Bursary awards should be paid in a minimum of 10 equal monthly instalments over the duration of the course.

Bursary award	Value of monthly instalments (for 10 month payment structure)
<b>£9,000</b>	£900
<b>£10,000</b>	£1,000
<b>£15,000</b>	£1,500
<b>£20,000</b>	£2,000
<b>£24,000</b>	£2,400
<b>£26,000</b>	£2,600

## Payments for part-time or modular courses

Trainees on part-time or modular courses may agree a flexible monthly payment plan which covers the duration of the part-time programme. You must, however, make sure that the bursary payments reflect the proportion of the course that the trainee has completed at any point.

As part-time courses will span more than one academic year, you may award the bursary beyond the academic year 2022 to 2023. You are reminded that any bursary payments made after 31 July of the academic year will be included as expenditure for the following academic year, for example, 2023 to 2024.

## Annex E: training bursary funding cycle

### Key dates in the bursary funding cycle

#### June to July 2022

SCITTs in their first year of delivery will be contacted in order to submit grant funding agreements (GFAs) to us. If other documents, such as letters of variation are required, we will contact individual ITT providers separately.

#### August 2022

Apply acceptance data is incorporated into the training bursary model. This allows us to make interim payments to you from September to November 2022.

## **September to November 2022**

The first 3 payments will be made if you have a GFA in place. This will be based on your Apply acceptance data. Payment profiles are available in the register trainee teachers during this period.

## **November 2022**

Your register trainee teachers data is incorporated into the training bursary model to confirm payments from December 2022.

This is based on the trainee registration returns, submitted through either HESA or register trainee teachers along the provider-led and School Direct (tuition fee) routes on or before the census closure date.

## **December 2022 to January 2023**

These payments will be made if you have a GFA in place, based on your [register trainee teachers](#) data.

The register trainee teachers service is available for you to see bursary summaries and payment profiles.

## **February to April 2023**

Your [register trainee teachers](#) data will be updated in the training bursary model in February 2022 to include any changes that you have submitted, through either [HESA](#) or register trainee teachers in January 2023, since the census was published.

These payments will be made (if you have a GFA in place) based on your register trainee teachers data. Any subsequent changes to your register trainee teachers data will be considered on a case-by-case basis.

The register trainee teachers service is available for you to see your bursary summaries and payment profiles.

## **May to July 2023**

Your [register trainee teachers](#) data will be updated in the training bursary model in May 2023 to include any changes that you have submitted, through either HESA or register trainee teachers up to April 2023.

These payments will be made (if you have a GFA in place) based on your register trainee teachers data. Any subsequent changes to your register trainee teachers data will be considered on a case-by-case basis.

The [register trainee teachers](#) is available for you to see your bursary summaries and payment profiles.

# **Annex F: assurance and audit process**

## **Key events in the bursary funding cycle**

### **June to July 2023**

We will send indicative Annex G documents to you in July 2023.

These should be returned by 31 July 2023.

## September to December 2023

We will send final Annex G documents to you at the end of the academic year. We'll pre-populate this with the amount of funding you have received, and the trainees that funding includes.

The completed document, and Auditor report, will help you to provide us with the necessary assurance for both the amount received and the purpose for which it was used. Further guidance on this process will be sent to you at the same time.

These should be returned by 31 December 2023.

## January to March 2024

In addition to the audited document and Auditor report, we also apply a sampling process to gain assurance of the bursary expenditure. This involves assurance checks through the collection of evidence on sampled trainees, including trainee ID, withdrawals, course information, degree class and payment information.

Recoveries and reimbursements will be completed through the payment profile, invoice or credit memo.

Is this page useful?

Yes

No

Report a problem with this page

## Coronavirus (COVID-19)

---

[Coronavirus \(COVID-19\): guidance and support](#)

## Services and information

---

[Benefits](#)

[Births, deaths, marriages and care](#)

[Business and self-employed](#)

[Childcare and parenting](#)

[Citizenship and living in the UK](#)

[Crime, justice and the law](#)

[Disabled people](#)

[Driving and transport](#)

## Brexit

---

[Check what you need to do](#)

## Departments and policy

---

[How government works](#)

[Departments](#)

[Worldwide](#)

[Services](#)

[Guidance and regulation](#)

[News and communications](#)

[Research and statistics](#)

[Policy papers and consultations](#)

[Education and learning](#)

[Transparency and freedom of  
information releases](#)

[Employing people](#)

[Environment and countryside](#)

[Housing and local services](#)

[Money and tax](#)

[Passports, travel and living abroad](#)

[Visas and immigration](#)

[Working, jobs and pensions](#)

---

[Help](#) [Privacy](#) [Cookies](#) [Accessibility statement](#) [Contact](#) [Terms and conditions](#)

[Rhestr o Wasanaethau Cymraeg](#) [Government Digital Service](#)

**OGI** All content is available under the [Open Government Licence v3.0](#), except where otherwise stated



© Crown copyright