New part-time students classified as “Home” by Student Finance England (SFE) in 2018/19 are eligible for maintenance loans, in addition to tuition fee loans. New students are defined by SFE as:

- Students starting a part-time (PT) course for the first time on 1 August 2018 or later
- Students starting a PT course on 1 August 2018 or later, having withdrawn from a previous HE course in 17/18 or an earlier academic year.
- Students starting a PT course on 1 August 2018 or later, having transferred from a previous full-time (FT) course or FT distance learning course which started before 1 August 2018. (As these students have changed their mode of study, they will be applying for support for a PT course for the first time in 18/19 and will be assessed for support available to new PT students.)

Students NOT ELIGIBLE:

- Continuing part-time - currently studying on a part-time course (including on a break in studies) and are continuing in 18/19.
- ELQ - ineligible for SFE loans due to already having an equal or lower level qualification (ELQ). Note some subjects studied at part-time are ELQ exempt.

Part-time maintenance loans 2018/9

The introduction of part-time maintenance loans will not only benefit our new part-time students starting HE study for the first time, but may also benefit current full-time students, or full-time applicants, who may wish to study part-time:

- **Current Birkbeck students** who were studying full-time in 2017/8 or earlier, who have used up their full-time loan entitlement. These students can transfer to part-time in 2018/9, and will be considered as new part-time students by SFE, and can therefore be considered for the part-time maintenance loan.
- **Current Birkbeck students** who were studying full-time at Birkbeck but have been on a break in studies in 2017/8. Students who have had to take a break in studies may prefer to return to study with a reduced load. By transferring to part-time study in 2018/9, these students can access the part-time maintenance loan.
- **Applicants** to Birkbeck in 2018/9 who have secured a place on a full-time degree, but cannot access the full-time loan due to previous study. These students should be encouraged to apply instead for the part-time maintenance loan.

If students have already made a full-time application for funding for 2018/9, and now wish to transfer to part-time, they will need to make a new application to Student Finance England. We would therefore encourage them to do this as soon as possible after making this decision to avoid any unnecessary delays to their funding. Any amendments to student records should also be made promptly, for this reason. Students should be encouraged to contact Student Finance England if they have any questions regarding their funding, or can contact the Student Advice Service at Birkbeck.

**FOR MORE INFORMATION:**
www.bbk.ac.uk/student-services/financial-support/undergraduate-student-loans

**STAFF:** fundingadmin@bbk.ac.uk (INTERNAL ONLY E-MAIL)

**STUDENTS:** Student Finance England: 0300 100 0607 or Birkbeck [ASK](mailto:ASK)

**IMPORTANT NOTE:** Students should be aware that mode changes can affect their student funding cohort which determines the funding package a student can apply for. For example, full-time students on a pre-2016 funding cohort are eligible for maintenance grants, a change of mode will remove this eligibility as it is not part of the post 2016 funding cohort. It should also be noted that part-time students do not have access to the Childcare Grant, Adult Dependants’ Grant or Parents’ Learning Allowance.