

Repeating

This guide is mainly for undergraduate students. If you have to repeat part of your course, either as an internal or an external student, it is important that you are fully aware of your student status and the implications to your student finance.

I have received my results and I need to repeat a part of my course as an internal student. What does this mean?

If you are required to repeat a part of your course as an internal student this means you will not progress to the next level of your course and you are required to attend lectures, seminars and tutorials as you did the first time you studied the module(s). Because this will not be your first attempt at your assignment(s) /exam(s) your mark(s) may be capped at the pass mark. If the module(s) is taught in one semester, you will only need to attend for one semester.

Will I have to pay fees if I repeat as an internal student?

Yes, you will be charged a pro rata amount for each module you are required to repeat. In 2011/1 each 10 credit undergraduate module costs £281.25.

Will I receive student funding while I repeat internally?

The general rule for student funding is every student is entitled to funding for the length ordinarily required to complete their course, and one additional year. If you haven't used this additional year you could be entitled to full funding for the time you are required to attend and repeat. If you are only required to repeat for one semester you will only normally receive funding for that one semester. If you have studied in the past and you have used your additional year of funding, please come and speak to an adviser to discuss your circumstances and financial entitlement.

What about NHS funding for Repeat Study?

If you are studying Nursing & Midwifery you will need to contact the School of Nursing to check if you can get the NHS Bursary for repeating part of the course. Other NHS funded students including Medics and Dentistry students could be considered for NHS funding for repeat study but usually on medical grounds only and even then repeat funding is not guaranteed. Students who are eligible for the reduced Student Loan can apply for the loan for repeat study under the 'additional year' of funding rule. If you have received the NHS Means Tested Bursary in previous years but are not eligible for NHS funding for repeat study you might be eligible for financial support via your Student Finance service. We strongly recommend that you speak to an adviser for further information.

Do I need to inform anyone that I am repeating?

Yes, you will need to inform your relevant Student Finance service (see useful contacts). You will be required to complete a Change of Circumstances form. It is very important that you do this. You will also need to enrol to confirm with the university that you are attending. If you do not enrol the University will assume you have withdrawn.

I have received my results and I need to repeat a part of my course as an external student. What does this mean?

As an external student you are only expected to attend University to re-sit the exam(s) you have failed. You would not usually attend any classes. You would not be given a student card, or normally have access to the library or computers. Sometimes access to the library and computer facilities can be arranged through your School; you should discuss this with them. You must enrol as an external student. If you do not enrol the University will assume you have withdrawn.

Will I have to pay fees as an external student?

You will not have to pay tuition fees but you will have to pay a one off examination fee. In 2011/12 the fee is £105, no matter how many exams you re-sit.

Will I receive student funding while repeating externally?

No, you will not receive student funding as you are not required to attend your course. If you have already applied for student funding as you were progressing on your course, you have a responsibility to inform the relevant Student Finance service. You will be required to complete a Change of Circumstances form. It is very important that you do this. If you receive funding such as your maintenance loan, this will be in error and could lead to problems with your future funding.

You will need to plan how you will support yourself during this time. You may have signed a contract to share a house and will normally have to pay rent for the duration of the contract or find another student to replace you if you intend to live elsewhere.

Will I have to pay Council Tax as an external student?

This depends on which year you are repeating externally. If you are repeating the final year as an external student you will not receive Council Tax exemption. However, if you are repeating any other years as an external student you will get Council Tax exemption and you will be able to obtain a Council Tax Exemption Certificate from the University.

Useful Contacts

Student Support Centres: Cathays 029 2087 4844 / Heath 029 2074 2070

Registry: 029 2087 6211

Student Finance Wales: www.studentfinancewales.co.uk

Student Finance England: www.direct.gov.uk/studentfinance

NHS Awards Unit Wales: 029 2019 6167