

## Work Experience Bursaries Application Guidance 2017/18

---

### 5. Eligibility for the bursaries

The Work Experience bursaries are:

- Open to full time undergraduate students from the University of Birmingham who are currently in the first, second or penultimate year of their degree (this includes international students)
- Not open to final year undergraduates, all year postgraduates and students from other universities
- Not open to University of Birmingham students studying for one year only as part of an exchange or Erasmus programme
- Not available to assist with the funding of opportunities that do form part of your course requirements
- Not available to assist with electives or opportunities that are part of an accredited module

Students applying for the Gateway Bursary must meet at least one of the 7 eligibility categories for the bursary (please see the [webpage](#) for confirmation of the criteria)

(Please note that only the separate [Global Challenge Internships Programme](#) is open to ALL undergraduate students including final year students.)

This fund has been set up to assist students in genuine need of financial support; please do not apply to the Work Experience Bursary scheme if you can access assistance from elsewhere. If you will receive a salary and/or other expense allowances from your work experience or internship provider, you will need to demonstrate that the costs of undertaking your work experience or internship will exceed these.

The Work Experience Bursary scheme will not support work experience or internships considered to be in conflict with the principles or policies of the University or the student's charter. More information on these can be found at:

- Student's charter [www.birmingham.ac.uk/studentcharter](http://www.birmingham.ac.uk/studentcharter)
- University charter and statutes [www.intranet.birmingham.ac.uk/legislation](http://www.intranet.birmingham.ac.uk/legislation)
- Gateway Bursary eligibility criteria: [www.birmingham.ac.uk/internships/gateway](http://www.birmingham.ac.uk/internships/gateway)

**Do I need to secure my work experience opportunity or internship before I apply?**

You **do not** need to have your work experience opportunity or internship secured when you apply to the Work Experience Bursary scheme. However, when shortlisting, preference may be given to applicants who have secured or are in the last stages of agreeing their position.

If you do not manage to finalise your work experience opportunity or internship before submitting your application and you are short-listed for an interview, this will provide you with the opportunity to tell us about any further progress you have made.