

Access to Remote Learning Grant 2020/21

The University understands that in some cases students do not have access to IT or specialist equipment and therefore are unable to engage in remote learning. The Access to Remote Learning (ARL) Grant has been set-up to help students purchase equipment so they can continue with their studies remotely during the period of blended learning.

The fund may open and close throughout the academic year depending on the circumstances at the time and official guidance regarding the opening of campus and/or library facilities.

The fund is limited and will be used to help students most in need. Such as those that are unable to access equipment on campus and are unable to afford the equipment they need to engage with their studies remotely. Receipt of the grant will not affect your eligibility for any other University scholarships or bursaries, except for the DSA Personal Contribution Grant. Students are not able to receive an award from the ARL Grant as well as the DSA Personal Contribution Grant.

How much is available?

A non-repayable grant up to a maximum of **£475** is available (per student, not per item) to help purchase equipment. Students can only receive the grant once throughout the duration of their course(s) at Sheffield Hallam.

Who is eligible?

All Home/EU students will be considered for an award if they are enrolled and paying a fee/have a tuition fee loan for the current academic year. Students with a 'deferral with attendance' status will also be eligible to apply.

A similar scheme is available for students in receipt of Disabled Students Support Allowance, who are eligible for support for IT equipment. Students can receive funding for their £200 contribution following a referral by the Disabled Student Support Service.

A similar scheme for International students is available. Applications **must** be made via the International Emergency Fund, where they will receive equal consideration.

What/where can I buy the equipment?

You are responsible for sourcing and purchasing the equipment yourself, it will become your property. Please think carefully about what you purchase, the university is not responsible if the equipment you purchase does not meet your requirements and cannot issue further funding to rectify this.

You must purchase reliable and practical equipment, which is suitable for your studies, from a known reputable retailer. You **must not** purchase second-hand equipment, including equipment from marketplaces such as eBay or Facebook Marketplace. You **must not** purchase the equipment from a friend or family member.

What can the grant be used for?

The grant can be used to purchase course related equipment which cannot be accessed easily on campus due to COVID-19 restrictions. The equipment **must** be for your individual use so that you can engage with your course content and complete assessments.

Examples of items likely to be approved for funding (to a maximum of £475 in total)	Examples of items <i>not</i> likely to be approved for funding
<ul style="list-style-type: none"> ▪ Laptop ▪ Desktop PC ▪ Monitor ▪ Keyboard/Mouse ▪ Headset/Microphone ▪ WIFI Boosters/Cables ▪ One-off cost for a 4G modem ▪ Printer 	<ul style="list-style-type: none"> ▪ Reimbursement/replacement of items that you already own ▪ Tablet ▪ Smart Phone ▪ Camera/Video Camera¹ ▪ Gaming Controls¹ ▪ Consumables/Other Materials ▪ Furniture such as desks and chairs² ▪ Broadband or other such subscriptions ▪ Software³

¹Exceptions will be made for students studying certain courses where specialist equipment is essential for their studies and it cannot be accessed on campus due to COVID-19 restrictions. Need for specialist equipment will need to be confirmed by your tutor.

²If you require specialist furniture due to the nature of a disability please contact the [Disabled Student Support Team](#) to discuss your needs.

³There is a wide range of [free and discounted software](#) available for Hallam students already, including remote access to a virtual desktop where many tasks can be carried out. If you have any questions regarding access to software please contact [IT Help](#).

Providing evidence

If your application is authorised, we will ask you to submit evidence of your purchase, this should be an invoice or a receipt. Instructions on how to do this will be included in your award email, if your application is successful. The University reserves the right to send you an invoice for any significant unspent funds, use of funds that is not allowed in this policy (for example purchase of second-hand items) or unauthorised spending so that we can support other students.

The equipment you purchase does not have to be the exact make/model that you specified in your application. However, it should be of a similar type, price, and quality. For example, if you requested funds to purchase a laptop in your application, you must spend any funding awarded to you on a laptop of a similar specification.

Application considerations

Applications are **not** likely to be approved if:

- It is reasonable for you to make use of equipment, PCs, or laptop loan services available on campus/in libraries
- You have enough funds to purchase the equipment yourself
- You request a contribution towards expensive high-end equipment, where an alternative product could be purchased within the £475 maximum
- You do not have any outstanding assessments in the current academic year
- You are requesting funds to replace lost, damaged, or stolen equipment (the university cannot act as an insurer, we recommend all students fully insure their belongings)
- You are requesting funds to pay for equipment you already own
- You have not made a reasonable effort to fix equipment you already have. For example, if the laptop you already own requires a new battery or charger, we will not issue funds to replace the laptop
- It is reasonable for you to share equipment with others in your household
- If the equipment you are requesting funding for is not normally available on campus

Appeals and general policy terms

The equipment will become your property and you should insure it. The University is not responsible or liable for maintaining or insuring it. The University is not liable for loss, damage or injury caused by the equipment you purchase.

For information about the appeals process and other general policy terms relating to all University bursaries please see the [Bursary Guidelines](#).

How to apply

You will need to complete a short form in which we ask that you provide a recent bank statement from all accounts in your name, including PayPal accounts or similar. These should be current (dated within the last five days) and show at least the last 30 days of transactions.

Once you have submitted your application and it has been assessed we will inform you if it has been successful, how much has been approved and when the payment will be made to you. The award email will also include details on how to submit the evidence of the equipment you have purchased.

[A link to the application form can be found here](#)