



# Withdrawing from YSJ

## Full time students

If you are thinking about withdrawing from university, there are financial implications to be aware of. The actual costs will differ depending on your individual circumstances and at which point in the year you withdraw, please see below for more information.

### **What happens to my accommodation?**

If you are leaving any university managed accommodation before the end of your contract, please refer to your Accommodation Agreement and Early Departure Policy. You need also to be aware that if anything needs to be replaced or if cleaning needs to be carried out following your departure, then you will be invoiced for the costs. If you are with an external accommodation provider, private landlord or letting agent, please refer to your tenancy agreement because you will have signed a fixed term contract.

### **Do I have to repay back any scholarships or bursaries I have received from YSJ?**

For bursaries and scholarships, the university will be in contact with you in regards to any under/overpayments. If you are receiving any other funding from the university or an external agency, please contact them direct for advice.

If you are a PGCE/School Direct student in receipt of the Get into teaching training bursary/scholarship, this is paid on a monthly basis and if the last date of attendance is backdated to a previous month, the bursary/scholarship payment will need to be repaid for any months without attendance. Payments will resume when you return to your studies, for a total of 10 payments between October and July. For further information, please contact the Finance team on [finance@yorks.ac.uk](mailto:finance@yorks.ac.uk).

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### How much do I owe in tuition fees?

Full time students charged by academic year.

| Students who start their studies in September    |                  |
|--------------------------------------------------|------------------|
| Student withdraws during:                        | Fee Liability    |
| Fee Liability Period 1 (7 October – 31 December) | 25% of full fees |
| Fee Liability Period 2 (1 January – 27 April)    | 50% of full fees |
| Fee Liability Period 3 (from 28 April)           | Full fees        |

| Full time students charged per module   |                  |
|-----------------------------------------|------------------|
| Student withdraws having:               | Fee Liability    |
| Attended fewer than 3 sessions/lectures | 25% of full fees |
| Attended 3 sessions/lectures or more    | Full fees        |

| Students who start their studies in January       |                  |
|---------------------------------------------------|------------------|
| Student withdraws during:                         | Fee Liability    |
| Fee Liability Period 1 (10 February to 27 April)  | 25% of full fees |
| Fee Liability Period 2 (28 April to 30 September) | 50% of full fees |
| Fee Liability Period 3 (from 1 October)           | Full fees        |

| Students who start their studies at any other time                               |                  |
|----------------------------------------------------------------------------------|------------------|
| Student withdraws:                                                               | Fee Liability    |
| After their 2nd week but before the end of month 4 of their recorded start date  | 25% of full fees |
| From start of month 5 but before the end of month 8 of their recorded start date | 50% of full fees |
| From start of month 9 of their recorded start date                               | Full fees        |

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**YORK  
ST JOHN  
UNIVERSITY**

**Student Life**

**Student Funding Advice Team**

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### **Do I have to repay back my loans?**

Once you withdraw the Student Records team will inform your funding body e.g., Student Finance England of your withdrawal which will mean that your payments will stop. If you withdraw from your course Student Finance will reassess the funding you have received. Your loan entitlement will be recalculated based on your period of attendance until you withdrew, the university will use your last date of attendance as your withdrawal date and inform Student Finance of this.

**If any of your loan covers the period after you've left your course, this counts as an overpayment and you'll need to repay it straight away.**

Once you have been reassessed, the Student Loans Company will send you a letter to confirm any overpayments and when these need to be repaid. If you need to make any repayments straight away you will need to contact them to arrange to repay this in a way which is affordable for you.

For further information on withdrawing and the implications, please visit our [Withdrawal](#) webpage.

For students who are funded by US Federal Loans please contact the US Loans team at [usloans@yorks.ac.uk](mailto:usloans@yorks.ac.uk) for further information.

### **Future Study**

If you go back to university after studying previously this can affect your student finance. The number of years that you can get student finance is usually calculated as:

*Length of current course + 1 year - number of years of previous study = funding years remaining*





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Even if you only attended a course for a short time, it will count as a year of previous study.

If you have Compelling Personal Reasons (CPR) as to why you are withdrawing from university, such as illness, you can write a letter of Compelling Personal Reasons to Student Finance so that the year in question does not count when they are calculating the funding years that you have remaining.

For more information on this, please visit [Going back to uni or repeating a year](#)

### **NHS (LSF) Students**

The university will inform the NHS Learning Support Fund of your change in attendance; however, you should also contact the NHS Learning Support Fund (NHS LSF) helpline as soon as possible on 0300 330 0521 to enable them to stop any further payments. The NHS will then work out if you are owed any payment or part-payment or whether an overpayment has occurred and contact you to advise.

**Please note:** if you leave your course before the 31<sup>st</sup> August and you have been in receipt of the NHS Training Grant, you will be in an overpayment situation because the grant is assessed up until this date.

### **Further Information**

If you need more information or your circumstances aren't covered here, you can contact Student Finance on 0300 100 0607 between 8am and 8pm, Monday to Friday and Saturday between 9am and 4pm. Alternatively, you can chat with an adviser via webchat on [your online account](#), Monday to Friday between 9am and 5.30pm.