

## EMERGENCY SHORT TERM LOAN INFORMATION

### EMERGENCY SHORT TERM LOAN

The purpose of the Emergency Short Term Loan (ESTL) from the Access to Learning Fund (ALF) is to aid undergraduate & postgraduate students who are suffering from financial difficulty as a result of delays in accessing their student finance

Students can have access to a maximum of £80 per week for living costs.

### ESTL up to a maximum of £320

Students can receive an emergency loan from the Financial Aid Office (FAO) of up to a maximum of £320, for a 4 week period, after submitting a completed application.

Students will need to provide evidence with their application confirming that they have submitted an application for student finance.

- Turnaround of an application usually takes no more than one working day.
- Once authorised, payment should be made within 4 working days.

Students whose finance is delayed for longer than originally stated on their application form may make a new application at the end of the original period agreed i.e. if £160 awarded then a new application can be made after 2 weeks, if £320 awarded then a new application can be made after 4 weeks.

Students must complete & submit the Electronic Transfer Form before they can receive a payment from the University.

### Assessing an Application

The following criteria will be taken into account when considering whether or not to give a loan:

- Has the student made an application for student finance?
- How long will it be until the student receives payment of their student finance?
- Does the student have an outstanding ESTL from a previous academic year?

The University may refer a student to the Student Advice Centre before authorising a loan.

### Repayment of ESTL

Students must agree to repay the loan after receiving the first instalment of their student finance.

If the ESTL is still outstanding, after the second instalment of student finance is due to be paid, the amounts will be transferred to the University student account.