

UNIVERSITY OF EAST ANGLIA  
Admissions and Outreach Office



**Confidential - Access Agreement**

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<b>Signature of head of institution:</b>	
	Professor Bill MacMillan Vice-Chancellor
<b>Date:</b>	30 November 2007

## 1) Introduction

This document relates to all full-time undergraduate and teacher training (PGCE) provision at the University of East Anglia, and those programmes currently funded through the University and provided at City College Norwich and Easton College in Norfolk.

This document also refers to arrangements at University Campus Suffolk. This partnership between the University of East Anglia, the University of Essex and a range of higher education providers in Norfolk and Suffolk has substantial potential to widen access within the East of England. Details of University Campus Suffolk provision and funding support are appended to this Access Agreement (as Appendix 1)

## 2) Fee Limits

### a) University of East Anglia

The University of East Anglia will charge up to the maximum fee permissible (£3,145 in 2008/09, with inflationary increases expected each year) for its full-time undergraduate and teacher training (PGCE) courses. There are two exceptions – the first year of the BSc Science with a Foundation Year and MBBS Medicine with a Foundation Year programmes will be charged at £1,255 and then the maximum fee rate thereafter

### b) City College, Norwich and Easton College

The maximum fee permissible will also apply to full time undergraduate programmes funded through this University and provided at City College Norwich and Easton College

### c) University Campus Suffolk

University Campus Suffolk will also charge up to the maximum fee permissible for its full time undergraduate courses funded by HEFCE.

Prospective students will be notified that fees due in the second and subsequent academic years of a course of more than one academic year's duration are expected to rise in line with inflation, according to the amount set out in regulations published by the government each year.

## 3) Bursaries and Other Financial Support

### a) University of East Anglia

The University has the objectives of:

- Meeting at least the minimum statutory requirement for financial assistance
- Encouraging the participation in Higher Education by those groups eligible for state support
- Maintaining compatibility with any administrative structure and requirements emerging nationally
- Ease of use by applicants and students

The University will therefore be making bursary payments to 2007 entrants as follows. These levels may be adjusted in the light of experience and emerging good practice in the sector:

HE Maintenance Grant	UEA Bursary
Full Grant	£600
Partial Grant	£300

The University publishes the full terms and conditions relating to bursary (and scholarship) payment at [www.uea.ac.uk/admissions/finance](http://www.uea.ac.uk/admissions/finance).

#### b) City College, Norwich and Easton College

Students following those programmes funded through the University and provided at City College, Norwich, and Easton College will be eligible for bursaries which will meet at least the minimum statutory requirement for financial assistance. City College, Norwich, publishes full details of its bursary scheme at [www.ccn.ac.uk/ccn3/he/fees.htm](http://www.ccn.ac.uk/ccn3/he/fees.htm)

#### c) University Campus Suffolk

UCS will offer a bursary scheme which provides generous payments to students from low-income households to support study costs. Amounts will vary dependent on the level of state support received as follows:

HE Maintenance Grant	UCS Bursary
£2000 to £2700	£1350
£1000 to £1999	£1000
£1 to £999	£500
£0	£0

UCS publishes full details of its bursary scheme at [www.ucs.ac.uk/prospectus/finance.asp](http://www.ucs.ac.uk/prospectus/finance.asp)

#### 4) Outreach Activities

##### a) University of East Anglia, City College Norwich and Easton College

Outreach activities funded from additional fee income will expand significantly upon our existing range of outreach work and will be thematically focussed on the needs of the region we serve (and especially Norfolk)<sup>1</sup>. Our activities will particularly address:

- A low participation rate in HE, particularly in rural areas, reflecting a trend for the children of non-graduate parents to be unable or unwilling to enter HE;
- Raising aspiration in a number of deprived urban areas where there is similar difficulty in enhancing interest in HE;
- The information needs of parents, potential mature students, students in FE Colleges and potential students in non-traditional learning settings such as adult learning centres;
- The geography of the region, which militates against access to educational resources and ease of travel to University.

The University will continue to work closely with local and regional agencies, including Aimhigher and the Association of Universities in the East of England (AUÉE). A description of planned activities is set out in Table 1 below. City College, Norwich is committed to working in partnership with the University across the range of these activities, and particularly those relating to its role as a Further Education provider.

Table 1: Outreach Activities Funded Through Additional Fee Income and External Agencies	
Description	Target Group
HE Summer Schools (supported by Aimhigher)	Year 9-12: WP Cohorts

<sup>1</sup> The University is fully aware of its implicit brief to serve the East Anglian region as a whole. However, we will prioritise Norfolk because such factors as low participation rates are of particular concern in these counties.

<b>HE Taster Programme</b> (supported by Aimhigher)	Year 7-13: WP Cohorts
<b>Schools Liaison</b> (supported by Aimhigher)	Year 7-13 to include WP Cohorts
<b>FE College Liaison</b>	FE students to include WP Cohorts
<b>Mentoring Scheme</b>	Year 8-10: WP Cohorts
<b>Norwich Learning Shop</b> (with Norwich City College and other local educational partners)	Principally non-traditional potential students and parents
<b>Teacher &amp; Advisor Networks</b>	Year 10-13 Teachers and Tutors
<b>Parent &amp; Carer Networks</b>	Parents and carers with no experience of HE
<b>University 'Access Opportunity' Fund</b>	Academic Staff
<b>Looked After Children</b>	Students from a care background
<b>Students With Disabilities</b>	
<b>Progressive Programme</b>	Year 6 to 13 in a cluster of target Schools in Norfolk

#### b) University Campus Suffolk

The University Campus Suffolk has substantial potential to widen access and opportunity within the east of England; outreach objectives and milestones are as at Appendix 1

### 5) Notification of Fees and Financial Support Information

#### a) University of East Anglia

Information regarding fee rates and financial support available to students and prospective students will be made available clearly by means of widely-available publications (including the University's website and in its printed prospectus or associated documents). These will incorporate details of any national resources as well as data relating to this University's financial support.

The delivery of financial advice as it relates to higher education will also be integrated into our Schools Liaison programme.

The price for the whole duration of an individual's course will be confirmed in writing before that individual registers as a student.

#### b) City College, Norwich

In addition to its publications, City College Norwich has an effective support team of two Student Advisers who specialise in financial issues. They provide up-to-date information regarding the financial implications of undertaking a course including:

- advice about eligibility for student loans and grants;
- tuition fee support;
- and the Access to Learning Fund (ALF).

They are available in person each week day (during term times) in the Learner Support Centre. They are also contactable by email via the City College website. The website and college publications also have up-to-date information about financial matters for students.

### 6) Expenditure On Access Measures From Fee Income

#### a) University of East Anglia

In 'steady state' (ie by 2010/11), the University plans an annual budget of approximately £3.5m at 2006/07 prices, or approximately £450 per FT UK/EU undergraduate, to be expended on access measures.

Broadly speaking, about 65% of this will be expended on bursaries and associated administrative costs for students in receipt of state support, and 35% on outreach. Should bursary expenditure significantly exceed the level expected, then the University may reduce the outreach budget in proportion..

Approximately £2.6m of this expenditure will be expenditure over and above 2003/04 levels. Some investment was be undertaken prior to September 2006, in order to prepare for, and implement, the measures described in this document.

The University is committed to maintaining some activities that are currently funded by Aimhigher (such as Summer Schools and Mentoring). Should these external funds become unavailable the University will endeavour to maintain those activities as far as is possible within the expenditure levels from fee income indicated above.

**b) City College, Norwich**

As well as its work with Aimhigher Norfolk, the College will continue its investment as the partner with the University in the Learning Shop, a joint initiative of the two institutions, and invest staffing and resources in 'rolling out' advice and guidance services across Norfolk.

**c) University Campus Suffolk**

Please see Appendix 1 for further information.

**7) Milestones and Objectives, Including Baseline Data**

**a) Bursaries**

The University will seek to maintain the proportion of students in receipt of state support that it admits each year. In 2003/04 this stood at 50% from 50% to 55% by 2010/11. The University will regard any increase in the registration of students from this group by 2010/11 as a positive and desirable outcome.

**b) Aspiration Raising**

Our planning entails a significant expansion in outreach activity on 2005/06 levels. The University will publish each year a document outlining volumes of activity against each of the key strands as outlined in Table 1 above.

Our intention is to establish a closer and more constructive relationship with secondary education across Norfolk & Suffolk in particular, extending our liaison work not only in terms of the number of schools and Colleges that we work with, but also the frequency with which are in contact and the age range of pupils to whom we provide services.

Data will be collected through participant questionnaires and also by collecting the views of schools and parents/guardians where appropriate.

**c) UEA's Students**

Other than our own bursary provision, the University's outreach work will necessarily seek to raise aspirations in general and will not be focussed on recruitment to this University alone. Nonetheless we expect to see evidence of our relative success in our own patterns of recruitment.

In 2005/06, the University performed against location adjusted benchmarks as follows:

Category of student	Non-Adjusted	Location Adjusted	UEA
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	Benchmark	Benchmark	
From state schools:	82.8%	81.2%	86.5%
From social classes NS-SEC 4-7 (prev. social classes IIIM, IV, V)	25.4%	23.2%	22.9%
From low participation areas:	12.1%	9.2%	6.9%
Mature full-time first degree entrants with no previous HE experience and from low participation areas;	16.2%	11.5%	12.0%
Entrants in receipt of DSA	3.5%	N/A	3.7%

The University is pleased to be exceeding several benchmarks relating to access and will seek to maintain this position where it is the case. The University additionally has the objective of reaching benchmarks where it does not currently do so

## 8) Monitoring and Evaluation

The University undertakes to monitor compliance with the commitments made under this agreement and to measure progress towards milestones.

Monitoring will take a number of forms:

- Levels of bursary take up.
- HEFCE benchmark data.
- Whether the full range of activities set out in Table 1 is undertaken, how frequently and how successfully.
- The number of participants in each activity – and the number/geographical spread of schools reached.
- Qualitative evaluation of feedback, including questionnaire feedback, from participants, their parents and guardians and participating secondary schools and FE Colleges.
- Where possible, longer term evaluation of whether participants in outreach events apply for and/or take up a University place at UEA or elsewhere, through the use of follow up questionnaires and UCAS data.

An annual monitoring report will be made to the University's Senate & Council.

## 9) How access measures will complement existing activity

Both the University's and the City College Norwich's outreach plans represent an evolution from, or expansion on, our present range of activities. The application of additional resource from fee income enables us to build on our previously established thematic focus on the needs of the East Anglian region.

Our current, and highly successful, Summer School programme is capable of expansion and diversification so as to provide for enhanced Summer Schools as well as a similar range of content for events provided throughout the year in the form of 'taster' experiences of HE for children from across eastern England and from Norfolk & Suffolk in particular. By this, and other means such as our mentor scheme, we hope to establish UEA as a familiar and accessible presence in Norfolk and Suffolk schools in particular.

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