**Terms and Conditions**

**for Health Education England South West Region Dental Deanery Bursaries**

**for first and second year students entering**

**Dental Postgraduate studies in 2023**

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1. **Acceptance of Bursary Terms and Conditions**
2. **Scope**

These guidelines apply to the Health Education England (HEE) Southwest Dental Deanery Postgraduate Financial Bursaries framework for first and second year students taking up a place of study in for 2023.

The courses include:

[Pg Cert, PgDip in Restorative Dentistry](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.plymouth.ac.uk%2Fcourses%2Fpostgraduate%2Fmsc-restorative-dentistry&data=04%7C01%7Ctimothy.obrien%40plymouth.ac.uk%7C16604d964e184b37b57508d8bd20bc0e%7C5437e7eb83fb4d1abfd3bb247e061bf1%7C1%7C0%7C637467295590419778%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=fmhml2pFM%2FOcn2hbETGfNBJAx0VIruKvyb%2Bka94xzy4%3D&reserved=0) Plymouth University

[Pg Cert, PgDip in Minor Oral Surgery](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.plymouth.ac.uk%2Fcourses%2Fpostgraduate%2Fmsc-minor-oral-surgery&data=04%7C01%7Ctimothy.obrien%40plymouth.ac.uk%7C16604d964e184b37b57508d8bd20bc0e%7C5437e7eb83fb4d1abfd3bb247e061bf1%7C1%7C0%7C637467295590429734%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=CV5nkpJ%2BxOiB65uuTmBdW8ob12nCamHMDtg%2BJ2%2FaYx0%3D&reserved=0) Plymouth University

[Pg Cert, PgDip in Periodontology](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.plymouth.ac.uk%2Fcourses%2Fpostgraduate%2Fmsc-periodontology&data=04%7C01%7Ctimothy.obrien%40plymouth.ac.uk%7C16604d964e184b37b57508d8bd20bc0e%7C5437e7eb83fb4d1abfd3bb247e061bf1%7C1%7C0%7C637467295590429734%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=Fdp3Efea3Rt0e9JdIlv4LJWnWNah7rxfRY4tcJl5T8A%3D&reserved=0) Plymouth University

[Pg Cert, PgDip in Endodontics](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.plymouth.ac.uk%2Fcourses%2Fpostgraduate%2Fmsc-periodontology&data=04%7C01%7Ctimothy.obrien%40plymouth.ac.uk%7C16604d964e184b37b57508d8bd20bc0e%7C5437e7eb83fb4d1abfd3bb247e061bf1%7C1%7C0%7C637467295590429734%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=Fdp3Efea3Rt0e9JdIlv4LJWnWNah7rxfRY4tcJl5T8A%3D&reserved=0) Plymouth University

Pg Cert in Oral Surgery Bristol University

Pg Cert, PGDip and MSc in Periodontology Bristol University

Pg Cert in Dental Conscious Sedation and Anxiety Mgmnt Bristol University

These guidelines do not cover financial support made under government loan or grant frameworks.

1. **Terminology and Definitions**

The bursary is intended as a non-repayable cash award on meeting certain conditions. It is designed to help towards your course related costs during your studies. It will be paid to your Education Institution as part of your course fees.

1. **Eligibility**

**3.1** The Health Education England bursary is a non-repayable fund available to you if you are working as an NHS dentist in the South West region and fulfil the criteria set out by HEE, NHS England and the Dental Managed Clinical Networks (MCNs). It is designed to help towards your course related costs during your studies.

**3.2** It will be paid to your Education Institution as part of your course fees, who will apply the funds to your course fees a per the institution’s local guidance.

**3.3** The bursary awards have specific eligibility criteria which are set out in this document. Bursaries identified in this document are available to identified dentists who meet the specified eligibility criteria for each funding award.

Bursary funding for year 2 to Diploma level will be considered, but individuals would have to reapply for the second year.

3.4 Applications from those currently working in NHS primary care services will be given priority over applicants working in secondary care. Priority will also be given to dentists working within established Dental Foundation Training practices.

**3.5** Individuals who are working in NHS trusts providing NHS services as speciality dentists, etc, already have opportunity to access mentorship, development and support within their units, which is not available to those in either salaried dental services or general dental practice.

To be considered the following criteria will need to be met:

You will need to be

* fully registered with the General Dental Council
* from the Health Education England South West Local Education Training Board region
* suitable for acceptance according to the criteria of each Teaching Institution
* providing dental services under some form of NHS contract
* on the NHS England South West region Performers List
* able to display evidence of continuing clinical practice in NHS in the region post qualification (must be employed by an organisation/practice in the NHS England South West region footprint)
* Able to write a report to the Postgraduate Deanery and MCN after completion of the course
* registered for one of the above courses provided by the named Universities

Priority will be given to those dentists working in areas of perceive need for level 2 services.

1. **Applications Process**

* Applications will be submitted using the form agreed by HEE and the Southwest Dental Managed Clinical Networks.
* The deadline for submission will be notified to applicants by the Academic Institution providing the course.
* The respective Managed Clinical Network (MCN) committee will review submitted applications for approval of bursary funding.
* The MCNs and HEE cannot be responsible for any errors or omissions in the information supplied to it and on which eligibility decisions are based.
* The Managed Clinical Networks decision on the interpretation of eligibility criteria is final and there is no right of appeal. See Section 9

1. **Timeline and Conditions**

**5.1** You cannot be considered for a bursary if you have not responded to invitations to apply for funding awards and submitted the appropriate evidence.

**5.2** Awards cannot be claimed retrospectively.

**5.3** If you join the University in 2023, but previously started a similar postgraduate course and then withdrew from another UK University and you are entering into Year 1 of studies at either Plymouth or Bristol University, you will be considered for a bursary according to the year of entry that you commence studies at either Plymouth or Bristol University.

If you join the University in 2023 and are transferring directly into Year 2 of your studies, you will be eligible for the funding.

Third year Masters courses are not eligible for funding.

**5.4** Funding is initially for one year only. If your postgraduate course extends over two years and you wish to be considered for funding for the second year, a new application for the second year will be required. A condition of application for a second year will be the completion of feedback from the previous year within the timeline defined by your academic institution.

1. **Withdrawal of Bursaries**

**6.1** Bursaries may be withdrawn, or payment withheld, if:

* you no longer meet any specific course requirements, specific grade progression criteria
* you decide to withdraw (temporarily or permanently) from the educational initiative

**6.2** Mitigation - if you withdraw (temporarily or permanently) from the Educational Institute, or no longer meet the necessary course requirements, you must notify the University and HEE immediately. HEE will engage in discussions with you in order to arrive at a workable solution. At this point, if you are in receipt of the bursary, you may be required to return the bursary in part or in its entirety.

**6.3** Awards are allocated for 2023 entry only. If you defer or withdraw and restart, any award already offered will become void. If eligible, you will be considered for support the following year, but this will be subject to review by HEE and the Managed Clinical Networks and any funding provision then in force.

1. **Funds from other Sources**

**7.1** If you are awarded funds from other sources, you cannot be considered for receipt of a bursary or scholarship.

1. **Disciplinary action and fraudulent applications**

**8.1** HEE reserves the right to withdraw an award from anyone who is found to have misled the University and HEE about any aspect of their eligibility and to seek repayment of any monies already paid to them. In such cases the University and HEE may seek to recover any money paid as a debt. This may include the county court (in which case it may also seek to recover additional sums such as interest, court fees and legal costs).

1. **Definitions The following definitions apply**:

**9.1** Appeals Process –The MCN’s decision on the interpretation of eligibility criteria is usually regarded as final. You may make an appeal if you believe that you have not been considered for an award because of a procedural error, or you believe that there has been some other procedural problem with the allocating and awarding system. Appeals should be made through your Academic Institution to the Chair of the MCN. You must comply with all requests for additional information to establish your eligibility within the timeframes specified and you must submit any evidence requested by the stated deadlines as defined at the time of your appeal. Failure to do so may result refusal of your appeal.

**9.2** On submission of an accepted appeal the MCN will agree a timeline for reply with yourself and your Academic Institution. If you are not satisfied with the outcome of your appeal it may be referred to the MCN of another dental specialty for review. The outcome of which will be final.

1. **Use of data**

**10.1** HEE may use data in the Advancing Dental Care Programme. Information you share with us with be subjected to GDPR.

1. **Acceptance**

**11.1** By accepting the bursary you are agreeing to the above terms. However, if you would prefer any particular difficult circumstances to be kept entirely confidential or have any questions about this, please email the course directors of your University and the Postgraduate Dental Dean.

**Name:**

**Signed:**

**Date:**