UCD STUDENT DESK

FINANCIAL SUPPORT IN UCD

INFORMATION LEAFLET FOR STUDENTS

UCD Student Adviser

As a student of UCD, you are expected to have budgeted appropriately before starting your studies. We recognise, however, that financial problems can arise. To allow for these circumstances, UCD offers the following opportunities for students to apply for financial assistance

1. The Student Support Fund*

The **Student Support Fund (SSF)** and the **Part-time Student Support Fund (SSF-PT)** are means-tested funds intended to help students who are experiencing financial challenges in college as a result of ongoing low income.

The Student Support Fund (SSF)
Who can apply? Any student currently registered to a full-time UCD programme of at least one year's duration which leads to an undergraduate or postgraduate qualification.

Who can not apply? Students who have non-EU status, part-time students and those attending foundation or access courses are ineligible for the Student Support Fund. Students who have completed a degree/Masters/PhD and are undertaking a second qualification at the same level are ineligible to apply. Students from Graduate Entry programmes will be considered.

Student Support Fund Part-Time Students (SSF-PT)
Who can apply? Any student currently registered to a part-time UCD programme of at least one year's duration which leads to a level 6, 7, 8, 9 or 10 award on the NFQ.

Who can not apply? Students who have non-EU status, full-time students and those attending Open Learning or Lifelong Learning courses are ineligible for the Student Support Fund. In addition, students who have completed a degree/Masters/PhD and are undertaking a second qualification at the same level are ineligible to apply.

How do I apply for the SSF or SSF-PT?
Applications generally open in October. Once open, students are notified through the student e-zine which is sent to your UCD Connect email. To apply, log on to [SISWeb](#) and navigate to Programme Services > Welfare & Assistance > Student Support Fund or Student Support Fund – Part-Time Students.

As the Student Support Fund is a means tested fund, you will need to provide supporting financial documents, such as a P21 (available from Revenue), Social Welfare Statement, or Notice of Assessment. A copy of your application, together with your supporting document should be emailed to sfs@ucd.ie or mailed to Student Financial Supports, L112, James Joyce Library, UCD, Belfield, Dublin 4.

When can I apply?
Applications are accepted at any point after the fund opens. However, it operates on a 'first come, first served' basis so it is advantageous to apply early.

2. The Student Welfare Fund*

The Student Welfare Fund offers financial assistance to students who encounter **acute and unexpected difficulties** during their time of study in UCD. Illnesses, bereavement and sudden unemployment are some of the issues which may make you eligible. To make an application you must demonstrate this aspect of your circumstances. Ongoing low income does not, in and of itself, qualify you for this fund.

Who can apply?
You must be registered to a UCD programme of at least one year's duration which leads to either an undergraduate or postgraduate qualification.

How do I apply?
Before making an application, you must first read the guidelines and meet with either your Student Adviser or Chaplain to discuss your circumstances. To verify your application, they will confirm that you have met with them. Your application will be treated confidentially and with respect at all times.

Other Available Supports

Additionally, UCD offers financial support, on a means-tested basis, to students who are lone parents, part time students and students registered to the Professional Masters in Education (PME).

Where can I find more information?
More info on the Student Support Fund and the Student Welfare Fund

More info on funds for lone parents or, part time or PME students

*These schemes are funded by the Irish Government and part-funded by the European Social Fund Programme for Employability, Inclusion & Learning 2014-2020. It should be noted that these funds can't normally be used to pay for registration or tuition fees. 3

OUR OPENING HOURS

	Student Desk (Tierney Bldg) *By appointment only*		Phones (01 716 1555)
Monday	10am - 4pm	Monday	10am - 4pm
Tuesday	10am - 4pm	Tuesday	10am - 4pm
Wednesday	10am - 4pm	Wednesday	10am - 4pm
Thursday	10am - 4pm	Thursday	10am - 4pm
Friday	10am - 4pm	Friday	10am - 4pm

All Student Desk services close every day between 12:30 -1:30

WHERE WE ARE

Administrative Services UCD Registry

+353 1 716 1555
www.ucd.ie/askus
Student Desk, Tierney Building