



**MONTESSORI  
GROUP**  
*Learning for Life*

## Montessori Group Bursary Guidance 2022

- Bursary funds can offer financial support to learners undertaking Montessori and/or early-years specialist/ educator qualifications, who are encountering financial barriers to learning.
- The bursaries are funded by Montessori St Nicholas.
- Funding is limited, often allocated on a first come first served basis via application rounds and is never guaranteed. It is important that students are aware of the possible necessity to self-fund any balance or proportion of fees relating to their chosen programme before commencement of study.

### Payment Details

If we need to pay support directly to a learner, we will normally pay via a BACS directly into a nominated bank account. For that reason, Learners must have a bank account in their own name. If you do not have a bank account, please let us know.

### Applications and decisions

If you have provided the required evidence, your application will be examined and processed according to the criteria. The criteria are intended solely as guidelines to the decision-making process. Every effort is made to look at each application on its own merits. Montessori St Nicholas reserves the right to make awards to individual learners who do not necessarily meet all of the listed criteria.

Funding is limited, and awards will not be guaranteed and will always be subject to funding availability. If your application is successful you will be sent written confirmation of your award showing the amount you have been allocated and how your payment will be made.

Montessori Group  
4/4a Bloomsbury Square  
London  
WC1A 2RP

e. [info@montessori.org.uk](mailto:info@montessori.org.uk)  
t. +44 20 7493 8300  
[www.montessori-group.com](http://www.montessori-group.com)

VAT Number: 798 4680 56  
Registered Charity Number: 313636  
Registered Company Number: 00531204

Montessori Group is the working name of Montessori St Nicholas Ltd, a charitable company registered in England, and its subsidiaries.



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### Unsuccessful Applicants

We cannot guarantee funding to any learner. If your application is unsuccessful you will be notified in writing. This will mean that you are responsible for all course related costs. You will then have to decide how you are to proceed with your course without financial help.

### Attendance

You are required to have a minimum of 85% attendance, and this will be regularly monitored. Future payments depend on prior attendance and deductions will be made from your award if your attendance is unsatisfactory.

### Responsibility for payments

Payments made are the responsibility of the learner. Payments in any form will not normally be replaced if lost, stolen, forgotten, destroyed, or misused.

### Responsibility relating to benefits

It is the responsibility of the learner to inform the Department of Work and Pensions about any bursary payments they are awarded. Bursaries may affect eligibility to some benefits.

### If you withdraw from your course

If you withdraw from your course you will not receive further financial assistance. You will have to pay any outstanding fees and may also have to repay any financial assistance you have been awarded.

### If you are not happy with our decision or your award is stopped or withdrawn

All applicants have the right of an appeal. If you believe your application has not been assessed correctly, you do not receive an award, you are not happy with the level of support allocated or your bursary was stopped or withdrawn for reason other than poor attendance then you have the right to appeal. You should make your appeal in writing to the CEO of Montessori Group within 10 working days of being notified of our decision, clearly stating the reasons for appeal and giving any additional details you think should be taken into consideration. Notification of the outcome of the appeal will be within 10 working days. If you are unhappy with the appeal decision you can make use of the formal complaint's procedure.

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Montessori Group is committed to equality of opportunity. The aim is to create an environment in which people treat each other with mutual respect, regardless of: age; disability; family responsibility; marital status; race; colour; ethnicity; nationality; religion or belief; gender; gender identity; transgender; sexual orientation; trade union activity; unrelated criminal convictions. Montessori Group is committed to equality for all and widening participation for disabled learners and ensuring that all learners have access to a high-quality learning experience. To help us achieve this please make sure that you let us know what you need so we can make reasonable adjustments to help you succeed.

Please return the completed application form and evidence to: Head of Education, Preeti Patel, [preeti.patel@montessori.org.uk](mailto:preeti.patel@montessori.org.uk)

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