

Social Work Bursaries

Email: [swbenroldata@nhsbsa.nhs.uk](mailto:swbenroldata@nhsbsa.nhs.uk)

Website: [www.nhsbsa.nhs.uk/social-work-students](http://www.nhsbsa.nhs.uk/social-work-students)

## Social Work Bursary - Withdrawal Form (SWB02)

Dear Programme Administrator

Please complete the form on the next page for any social work bursary student whose studies are interrupted. This includes suspensions, deferrals, withdrawals, and cessations, as well as for any student awaiting the outcome of an appeal.

In every case, we require two dates. Please provide the actual last day the student attended academic study and the date that the student's course originally began. (This should not include any induction/orientation weeks).

This information will help us to accurately calculate any remaining bursary entitlement or overpayment that may have been made.

The completed form should be emailed to [swbenroldata@nhsbsa.nhs.uk](mailto:swbenroldata@nhsbsa.nhs.uk). You may wish to keep a copy for your records.

Thank you for your cooperation.

Yours faithfully

**Social Work Bursary Team**  
**NHSBSA Student Services**

Student's name:

Student's date of birth:

University:

Academic year student withdrew from the course:

Course/study year student withdrew from (e.g. 1, 2, etc.)

Year

Start date of the academic year in which the student withdrew (not including induction/orientation):

Last date of attendance:

Did the student attend for the full academic year?

Yes

No

Is the student intending to return to the course within the next year?

Yes

No

If yes, when?

If the student is intending to return to the course, do you plan to allocate them a capped place on their return?

Yes

No

If 'Yes', you must allocate an available capped place to the student for the academic year they are returning to. To do this, include them on your capping list for the relevant academic year, noting the list with 'returning student'. The returning student's capped place must be taken from your allocated number for that year. We will then allocate a capped place to them in preparation for their return. **This process only applies to postgraduate students**

Yes

No

What are the reasons for withdrawal/interruption from the programme? (e.g., health, personal, financial, academic, maternity etc.) Please provide as much detail as possible as this will help us determine eligibility for future funding.

Information supplied by:

Email address:

Date: