



HIGHER EDUCATION LIAISON OFFICERS ASSOCIATION

Student Finance

Author:	Karen Hinton – UK Secretary (Governance, Policy and Management)		
Version:	1.3	Status:	Final version, amends from UKC and Groups
Date:	May 2014		
Consultation:	UK Executive UK Committee Groups	May 2014 May 2014 May 2014	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>

HELOA is the professional association of staff in higher education who work in the field of education liaison, providing guidance and information to prospective higher education students, their families and advisors. Established in 1990, the Association has approximately 900 members from 135 higher education institutions across the UK. Our members work in a wide range of functions within universities, covering schools and colleges liaison, student recruitment, widening participation, external relations, marketing, publications and publicity, and student services. What binds the membership together is our commitment to encouraging high standards of professionalism amongst our members. Our members are spread across all stages of university careers, including graduate-entry Officers and Assistants, to Heads of department and Directors. HELOA members are actively in contact with prospective students on a daily basis, working with students from primary school to sixth form, and prospective students within the community and business/industry.

HELOA members provide information, advice and guidance to help students understand the opportunities available within higher education, and believe that students with residency in the UK should be able to access education free at the point of delivery. Developments in tuition fee and maintenance policies should recognise that finance should not be an obstacle to accessing undergraduate education. Universities have a responsibility to provide clear information about the availability of financial support, both state support and institutional bursaries and scholarships. HELOA members support the development of financial support for postgraduate study.

Principles: Student Finance

1. All new undergraduate students, with residency in the UK, should have access to higher education which is free at the point of delivery.
2. The UK government, and devolved parliaments, have a responsibility to provide clear information about the student finance systems in England, Northern Ireland, Scotland and Wales.
3. Any developments in tuition fee policy across the four nations of the UK should reflect the variety of higher education available, including length of study, mode of study, type of undergraduate degrees, and breadth of opportunities in subject discipline.
4. Any developments in tuition fee and maintenance policies across the four nations of the UK should be sustainable and transparent.
5. HELOA members have a responsibility to provide accurate impartial information about student finance, without reflecting political bias.
6. The student finance system should not deter any prospective student from embarking on their first undergraduate degree.
7. Universities should provide information about their bursaries, scholarships, and other financial support.
8. Students should have clear access to information about additional costs required as part of their course, which are not covered by tuition fees. This includes field trips and course materials. Institutions are encouraged to be transparent about the costs associated with studying.
9. HELOA supports the development of student finance support for postgraduate study.
10. HELOA believes that higher education has a wider benefit to students than the awarding of a degree. Students should make choices that reflect their love of a subject, and graduates should leave university with skills, knowledge and experience, appropriate for the graduate job market or further study. Universities have

a responsibility to support students in applying their studies relevant for the graduate job market, through the learning and teaching within their subject and/or wider careers and employability support.

11. HELOA members, both individual and institutional, should seek to provide potential applicants, their parents and advisors with the best possible information, advice and guidance to assist them in making the most appropriate decisions for their future. Members should seek to recognise the role that they play in dispelling myths about higher education and student finance which exist in the public domain.

12. In advising potential applicants, HELOA members shall ensure that they do not provide information or advice that is inaccurate, incomplete or out of date. HELOA members should be impartial without making unrealistic promises or assurances about what students will definitely receive in financial support.

13. HELOA members should ensure that all institutional representatives, whether or not they are HELOA members, are aware of the existence and contents of the HELOA Good Practice Guidelines.

14. HELOA members should seek to keep themselves fully up to date with developments in Higher Education and related sectors and pass this information to students, their parents and advisors, where relevant.

15. HELOA members should be able to effectively signpost potential students to authoritative sources of information and guidance if they themselves are unable to assist with questions or queries.