

Financial Assistance Fund – Frequently Asked Questions

What are the conditions for applying to the Financial Assistance Fund?

Students may apply to the Financial Assistance Fund for one or more of the following reasons:

- Loss of employment
- Reduced hours of employment
- Inability to pay rent/board/mortgage
- Inability to pay utility bills
- Additional transport and accommodation expenses, including: accommodation, food and incidentals required for medically advised self-isolation
- Increased financial costs due to technology, equipment or other added requirements for studying off-campus and/or online

What are examples of what can be funded?

Hardship Purpose

- Covering student's essential living costs such as: food, utilities, rent, university accommodation, medical fees, transport, clothing, internet connection.
- Covering a student's additional living costs such as: visit to unwell family member, tangihanga.
- Covering costs incurred by family members if the student is a main source of income in their family and has been impacted by COVID-19.
- Running initiatives, such as a food bank, that benefit a large group of students who face difficulties meeting their essential living needs.

Technology Access Purpose

- Technology support such as internet connection
- Technology-related support such as keyboard and mouse for students to borrow.
- Software subscription, not otherwise covered by course fees/costs that are essential for students to complete their programme with.

Am I eligible for the Financial Assistance Fund?

To be eligible for this Fund you must:

- Be a Media Design School student who is currently enrolled and studying full-time, **and**
- Be able to demonstrate significant financial distress as a result of COVID-19 and the impact that this will have on your ability to access and continue your studies, **or**
- Be able to demonstrate need of additional support to access technology-enabled learning as a result of COVID-19, and the impact that this will have on your ability to access and continue your studies, **and**
- Provide sufficient documented evidence of financial hardship

How will recipients be selected?

The Financial Assistance Fund will be awarded by a selection panel to those students who are deemed, based on the documentation provided, to have the greatest need.

How do I apply?

Students will be required to complete the online form and attach sufficient supporting documentation. You can find the online form [here](#).

What documentation do I need to provide?

You will need to provide sufficient documentation to support your application for the Financial Assistance Fund. Including but not limited to:

- an explanation of circumstances statement addressing the criteria
- a bank statement for the past three months
- rent/bond/mortgage payments and other utility bills
- evidence of expenses
- invoices
- service or support provision quotes
- cost of living budget
- evidence of other cost of living expenses.

Applicants may be required to provide additional documentation. This requirement will be at the discretion of the selection panel. **The panel's decision will be final.**

Applications without sufficient supporting documentation will not be considered.

After I apply, what happens next?

1. Applications are assessed by a selection panel.
2. Applicants will be notified of the outcome of their application as it's approved.
3. If support services, other than the Financial Assistance Fund, are more appropriate given a student's circumstances, applicants will be notified accordingly and referred to the alternate service.

Will my information be kept confidential?

Media Design School will ensure that all applications made to the Financial Assistance Fund will be managed in accordance with Media Design School's Privacy Policy. The privacy and confidentiality of students' personal circumstances will be maintained at all times.

Can I have my fees reduced or waived by the Financial Assistance Fund?

No. The fund is designed to provide critical financial relief to those students severely impacted by the COVID-19 pandemic. It does not provide a reduction or waiver of fees.

Who can I contact for more information?

For more information on the Financial Assistance Fund, please email enquiries@mediadesignschool.com.