

Subject Knowledge Enhancement: Bursaries

Executive Summary:

The Department for Education (DfE) provides training bursaries to support participants with additional costs incurred while undertaking a Subject Knowledge Enhancement (SKE) course.

Bursaries are intended to support your ability to complete your SKE, for example by reducing paid employment or covering childcare costs. They are not payments for work completed.

Tes Institute administers bursaries in line with DfE funding rules. Final bursary entitlement, payment schedules, and any adjustments are determined by the DfE and are subject to change.

FAQs:

1. Do I qualify to receive a bursary?

You may be eligible for an SKE bursary if the following apply:

- You hold a 1st, 2:1 or 2:2 honours degree (or equivalent), or a master's or doctoral qualification;
- You have a conditional ITT offer that requires completion of an SKE course;
- Your SKE subject matches your ITT subject focus;
- If your degree matches your SKE subject, it was not awarded within the last five years;
- Your SKE takes place before the start of your ITT course (if there is partial overlap, you may still be eligible for bursary payments prior to ITT commencement).

Please note: If you do not qualify for a bursary, you may still be eligible for programme costs only, for example if:

- You are already undertaking ITT;
- Your degree classification is below a 2:2;
- You hold an overseas qualification assessed by ENIC as level 6 (pending ITT provider grade mapping);
- You are undertaking a High Potential ITT (HPITT) route.

PE applicants may also be eligible to undertake an *8-week only* SKE course in an English Baccalaureate (EBacc) subject, where this is explicitly required as part of their conditional ITT offer, a suitable SKE course is available, and all DfE eligibility criteria are met.

2. Are there any circumstances that would prohibit me from receiving my bursary or represent a reduced bursary?

Yes. These include:

- Withdrawal from ITT before completion of your SKE;
- Any period where your SKE overlaps with ITT;
- Completing your SKE in fewer weeks than required SKE length (considered compressed study);
- Pausing, extending, or falling behind on your SKE (please see below);
- Delays in confirming eligibility after the 10th of the month may delay your bursary payment;
- Submission of incorrect bank details;
- Incorrect or incomplete submission of SKE Form by your ITT provider;
- For international degree holders: lack of degree equivalency proof.

Where SKE duration is extended, bursary payments are spread across additional weeks. If this creates overlap with ITT, the total bursary will be reduced accordingly. For example, if you completed an 8-week SKE in 12 weeks, you will still only be eligible for 8-weeks' worth of bursary.



3. When will I hear about my SKE DfE funding and bursary application?

The Tes Institute Finance Team will send an initial confirmation email regarding your SKE DfE funding application within two weeks of your cohort start date.

Once a funding decision has been received from the DfE, the Finance team will issue a second email confirming the outcome of your application, including details of any bursary awarded. This typically occurs at the end of the month in which the funding claim was submitted.

Please note: in line with DfE regulations, funding applications can only be submitted once per month, on 10th of each month. If your cohort start date falls on or after the 10th of the month, your application will be submitted in the following claim cycle, which may delay confirmation.

4. What information do I need to provide to receive my bursary?

To receive any bursary awarded, you must complete a secure online form providing your bank details. A link to this form will be included in one of the Finance Team's SKE funding communications.

UK bank accounts

If you are using a UK bank account, please provide:

- Account number
- Sort code

International bank accounts

If you are using an international bank account:

- Enter zeros ("0") in the mandatory UK account number and sort code fields (as per the below);
- Complete the 'International Banks Only' section, providing:
 - IBAN (International Bank Account Number)
 - BIC / SWIFT code

Sort Code: *

Account Number: *

International Banks only:

IBAN:

BIC:

Important: You must submit your bank details using the same email address used to register for your SKE course. If a different email address is used, we will be unable to verify your details and process payment.

5. What if my degree is still pending when I start my SKE?

If your degree has not yet been awarded, bursary eligibility will be assessed provisionally; however, any bursary funding allocated will be set aside and no payments will be released until official proof of an awarded degree is provided.

Once proof of degree award is submitted and confirms a classification of 2:2 or above, any missed bursary payments will be added to the next available scheduled payment run.

For degree confirmation, we can accept:

- Official degree certificate
- Official degree transcript
- Official degree supplements issued by your university

Evidence we cannot accept:

- Interim or unfinalised transcripts
- Results emails
- Screenshots from university portals

To submit your degree evidence, please email a copy of the qualifying document to Tes Institute Finance and Tes Institute Support (email addresses below).

6. What amount will I get paid?

This is dependent on course length, as outlined in the below table:

Length of SKE	Total Amount Awarded
8 weeks	£1,400
12 weeks	£2,100
16 weeks	£2,800
20 weeks	£3,500
24 weeks	£4,200
28 weeks	£4,900

- Full-time study: £175 per week (£700 per month), paid in arrears;
- Part-time study (8- and 12-week SKEs only): £87.50 per week (£350 per month), paid in arrears. The total award matches full-time study, paid over a longer period.

Changing study intensity does not increase the total bursary. Any changes must be approved in writing by your ITT provider and confirmed by the DfE.

Please note that bursary payment amounts are subject to change by the DfE and, if made, changes will usually occur in September.

7. When will I receive my bursary payment?

Payments are made monthly in arrears, on or around the 28th.

DfE claims are submitted once per month on the 10th. Start dates after the 10th are included in the following claim cycle.

Example 1:

- SKE start: 6th April
- DfE Claim: 10th April
- DfE Claim response: End of April
- First Scheduled payment: 28th May

Example 2:

- SKE start: 13th April
- DfE claim: 10th May
- DfE Claim response: End of May
- First Scheduled payment: 28th June

In most cases, the first payment is received approximately 2–3 months after the SKE start date.

8. Will lack of work completion impact the release of bursary?

Progress is reviewed monthly. If submissions are late or below the expected standard, bursary payments may be suspended.

Payments will resume once your Pathway Tutor confirms that you are back on schedule. If you withdraw or do not re-engage, payments will cease and remaining funds will be returned to the DfE.

9. What if I withdraw from my SKE or my ITT course?

You may be required to repay any bursary received for weeks not completed prior to ITT starting.

If your ITT offer is withdrawn or declined, your SKE place and bursary eligibility will also end. SKE participation requires an active conditional ITT offer.

Example:

- SKE sessions completed: 3
- Sessions paid: 4 (£700)
- Repayment due: £175

Further information and support

If you have questions relating to SKE bursary payments, funding confirmation, or payment schedules, please contact the Tes Institute Finance team at: institutefinance@tes.com.

For queries relating to programme eligibility, ITT conditions, or SKE course requirements, please contact Hannah McDermott, Head of Programme Delivery at: hannah.mcdermott@tes.com.

For any other queries, please contact the Tes Institute Support Team at: institutesupport@tes.com.