



## **FINANCIAL ASSISTANCE POLICY** **(to include the Concessions Policy and Bursary Fund)**

### **I Background**

1. TSYP offers financial assistance in the spirit of the attitudes presented in Patañjali's Yoga Sutra 1.33. In the words of TKV Desikachar: "...if we can be happy for those who are happier than ourselves, compassionate towards those who are not as happy, pleased with those whose activities are praiseworthy, and remain undisturbed by the errors of others, our minds will be very tranquil."
2. We may all at some time find ourselves in need of support. We would ask that in turn, when the opportunity arises, you offer something to someone else free.
3. TSYP is committed to supporting equality of opportunity and thus those people who may not be able to access TSYP courses for financial reasons. To this end the Financial Assistance Policy sets out the criteria under which a student may apply for financial assistance for TSYP Teacher Training Courses, Foundation Courses, Workshops and Events including the Annual Gathering. This policy applies to all areas of yoga including but not limited to Vedic Chanting and Yoga Therapy and Yoga more generally.
4. To ensure equality of access some students may require additional support such as from a scribe for someone with visual impairment. This cost will also be considered.
5. This policy incorporates what used to be known as the Concessions Policy.
6. A student may apply for financial assistance during a course if their circumstances have changed or if this policy was not available at the time of the course enrolment.
7. Financial assistance may take the form of a reduction in fee, a deferred payment, staggered payments or a non-repayable payment of fees.
8. It is hoped that in time the Bursary Fund will extend to covering remuneration for teachers wishing to set up classes for those who are unable to pay or in specialist areas but does not currently cover this. This will be reviewed by the TSYP Board on an annual basis in September each year.

### **II Concessions for Events and Workshops**

1. Funding has been ring fenced for TSYP practitioners, teachers and student teachers to apply so that, among other things, they can undertake their CPD requirements in the event of financial hardship.
2. The total budget available for concessions every year will depend on the total financial assets of TSYP. It will be 3% of the total assets at the start of the financial year on the 1st January.



3. The maximum concession will be half of the TSYP practitioner rate for the event.
4. The maximum available to any individual in each financial year is £100.
5. This is for TSYP events only and not for teacher training or foundation courses. This is dealt with below.

### **Procedure for Concessions**

1. All applications must be made at least 2 weeks before the event start date.
2. Applications must be in writing to the TSYP Treasurer ([treasurer@tsyp.yoga](mailto:treasurer@tsyp.yoga)), at the time of booking/registering for an event. The applicant must set out their circumstances in outline so that a reasonable consideration of their case can be made. The Treasurer may make further enquiries by speaking directly to the applicant.
3. Consideration will also be given to whether the applicant can meet their CPD requirement in the absence of financial help.
4. All applications will be considered on a case-by-case basis.
5. The Treasurer will liaise with the Event Organiser and, if appropriate, the Mentor before making the final decision.
6. The application will be acknowledged within one week. Every effort will be made to make a final decision within two weeks of the application or at least one week prior to the event, whichever is the sooner.
7. Directors of TSYP in line with charitable law may not apply for a concession. Other volunteers including advisors, may apply and will be considered on a case-by-case basis. This is in the spirit of karma yoga and in recognition of their contribution to the organisation.
8. All applications will be kept confidential between the Treasurer, the Event Organiser, and the Mentor if appropriate.

### **III Teacher Training Courses and Foundation Courses** **The Radha Sundararajan Bursary Fund**

1. Radha Sundararajan was a Patron of TSYP until her passing in 2021. As a Vedic Chant Teacher, she was personally appointed by TKV Desikachar to lead the Krishnamacharya Yoga Mandiram's Chanting Department. She was also a Yoga Teacher and Therapist who worked tirelessly to encourage those who wished to study with her and to support the work of TSYP. This bursary fund is named in honour of the work she did for TSYP.
2. This Bursary Fund is made up of moneys ringfenced by TSYP and money donated specifically to the Bursary Fund by practitioners or members of the public or grants.
3. Its aim is to support students who wish to study on Foundation Courses and Teacher Training or Yoga Therapy Courses.
4. TSYP also ring fences 50% of its surplus at the end of each year to this Fund.
5. It is hoped that each course would have the equivalent of one fully funded place.

### **What is included in a Bursary**



1. Bursaries may be made for one year at a time or for the duration of the course.
2. In each case the Bursary will be subject to a review at the end of each year. Such review will form a part of the Annual Review with the Lead Tutor. The Lead Tutor will consult with the Treasurer in the decision as to whether to renew the bursary.
3. Any appeal can be made to the IQA for the course both in respect of an application and for the annual review.
4. Financial assistance will be for the course fees and will not cover membership fees, insurance, or mentoring payments.
5. Application may be made to include travel and subsistence while attending the course. Payments for these will be on production of receipts monthly.
6. Applications may also be made for additional support such as for a scribe for someone with visual impairment. Such application would also include the subsistence costs for that individual.
7. Assistance will include deferred payment, staggered payments as well as a non-repayable bursary.
8. Bursaries from the fund will be for any percentage or entire total of the course fees.

### **Eligibility Criteria**

As well as meeting the academic requirements for the chosen course of study a student will also need to demonstrate that:

1. Financial Need
  - (i) The financial eligibility criteria may be met for those in receipt of means-tested benefits
  - (ii) Discretionary eligibility for students who have other causes of financial hardship.
- 2 Refugee or Asylum Seeker Status
  - (i) They have submitted a claim for asylum within the UK and are awaiting a response (this includes submission of a fresh claim) **or**
  - (ii) They have Limited Leave to Remain (formerly Discretionary Leave to Remain) in the UK **or**
  - (iii) They have been awarded 'Humanitarian Protection' or Refugee status in the UK **or**
  - (iv) You are the family member of someone with one of the immigration statuses listed above with 'in line' or 'dependent' status

### **Considerations for the Award**

- (i) A student must demonstrate their commitment to the practice of yoga, and where possible this tradition of yoga. This can be done in many ways.
- (ii) A student should have a mentor within this tradition or at least be willing to work with a mentor for the duration of the course
- (iii) A student must be able to demonstrate their on-going commitment to learning, and in particular to learning yoga in this tradition.
- (iv) Two references will also be required, at least one from a yoga teacher who has known the student for over two years.

### **Foundation Courses**

1. A TSYP Foundation Course may be run and administered independently by TSYP Tutors.



2. In such case any application for financial assistance will involve TSYP paying the Tutor for a contribution of that person's course fees.
3. The criteria and procedure for any application will follow that set out for a Teacher Training Course.

### **Application Process for Teacher Training and Foundation Courses**

1. All applicants will need to meet the access requirements for the course they are applying for in order to be considered for assistance.
2. Having read the guidance above the prospective student should contact the Treasurer [treasurer@tsyp.yoga](mailto:treasurer@tsyp.yoga) to express their interest in obtaining financial assistance.
3. All applications for each course will be considered at the same time within three months of the course start date by the panel set out below.
4. An application does not mean that the applicant will be successful and nor that they will receive the full amount requested.
5. Applications will be considered on their merit given the sums available within The Radha Sundararajan Bursary Fund.
6. All applications will be treated sensitively and will be kept confidential to the application and review process.
7. Having discussed the student's personal situation with the Treasurer the prospective student should then complete the Financial Assistance Form below.
8. Applications are to be made on the attached form more than four calendar months before the start of the course.
9. Payment for fees will be made direct to the Course Tutor. Expenses will be dealt with on a case by case basis on production of receipts.
10. On receipt of the application the request will be considered by the Lead Tutor, the Treasurer and the Director of Education. Should one of these people be unavailable another Director can take their place.
11. An interview may be required.
12. The student will be informed in writing of the outcome within one month of the Panel meeting.
13. The onus is on the student to inform TSYP (Treasurer) of any change in circumstance that might impact on payment of the Bursary.
14. Successful applicants will be asked to write a review of their experience as part of the on-going learning for TSYP only.
15. A student may be asked to write of their experience for publicity material – this is a matter for the student.

Version	Final
Author	Bea Teuten
Approved by	TSYP Board and Directors
Date Approved	16 / 11 /21



Date Issued	September 21
Review Date	September 22

**APPLICATION FORM**

Name of applicant:

Address:

Email address

Telephone number (mobile if possible)

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5. Names and contact details of two referees. One should be a yoga teacher. Both should have known you for over two years.

**Signed**

**Dated**

**Name**

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**Office use**

Received on  
Panel meeting on  
Student Notified on

Meeting Notes attached