

Your Quick Guide to Reporting and payment dates

Please refer to the table below to check:

- the deadline for you to justify any absence* for each two-week attendance period during the Academic year. Please note that failure to do so will lead to a deduction of your student funds.
- when you can expect to receive your student funding payment for each two-week attendance period during the Academic year.

For the attendance period:		You must justify any absence* before midnight on:	Student Funding will process attendance data on:	Payments will be sent to your bank account on:
week 1-2	from 29 Aug to 9 Sept 2016	12 Sept 2016	13 Sept 2016	14 Sept 2016
week 3-4	from 12 Sept to 23 Sept 2016	26 Sept 2016	27 Sept 2016	28 Sept 2016
week 5-6	from 26 Sept to 7 Oct 2016	10 Oct 2016	11 Oct 2016	12 Oct 2016
week 7-8	from 10 Oct to 21 Oct 2016	24 Oct 2016	25 Oct 2016	26 Oct 2016
week 9-10	from 24 Oct to 4 Nov 2016	7 Nov 2016	8 Nov 2016	9 Nov 2016
week 11-12	from 7 Nov to 17 Nov 2016	21 Nov 2016	22 Nov 2016	23 Nov 2016
week 13-14	from 21 Nov to 2 Dec 2016	5 Dec 2016	6 Dec 2016	7 Dec 2016
week 15-16	from 5 Dec to 16 Dec 106	19 Dec 2016	20 Dec 2016	21 Dec 2016
week 17-18	from 19 Dec to 30 Dec 2016	2 Jan 2017	3 Jan 2017	4 Jan 2017

Flip to the back page for further dates.

*To justify your absence, you must submit a Self Authorised Absence (SAA) or provide a medical certificate. SAA must be submitted on Access All Areas. Please read the Attendance & Progress, SAA and AAA guides accessible on the Student Intranet for more information and guidance.

Reporting and payment dates continued.

For the attendance period:	You must justify any absence* before midnight on:	Student Funding will process attendance data on:	Payments will be sent to your bank account on:
week 19-20 from 2 Jan to 13 Jan 2017	16 Jan 2017	17 Jan 2017	18 Jan 2017
week 21-22 from 16 Jan to 27 Jan 2017	30 Jan 2017	31 Jan 2017	1 Feb 2017
week 23-24 from 30 Jan to 10 Feb 2017	13 Feb 2017	14 Feb 2017	15 Feb 2017
week 25-26 from 13 Feb to 24 Feb 2017	27 Feb 2017	28 Feb 2017	1 Mar 2017
week 27-28 from 27 Feb to 10 Mar 2017	13 Mar 2017	14 Mar 2017	15 Mar 2017
week 29-30 from 13 Mar to 24 Mar 2017	27 Mar 2017	28 Mar 2017	29 Mar 2017
week 31-32 from 27 Mar to 7 Apr 2017	10 Apr 2017	11 Apr 2017	12 Apr 2017
week 33-34 from 10 Apr to 21 Apr 2017	24 Apr 2017	25 Apr 2017	26 Apr 2017
week 35-36 from 24 Apr to 5 May 2017	8 May 2017	9 May 2017	10 May 2017
week 37-38 from 8 May to 19 May 2017	22 May 2017	23 May 2017	24 May 2017
week 39-40 from 22 May to 2 Jun 2017	5 Jun 2017	6 Jun 2017	7 Jun 2017
week 41 from 5 Jun to 9 Jun 2017	12 Jun 2017	13 Jun 2017	14 Jun 2017

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