

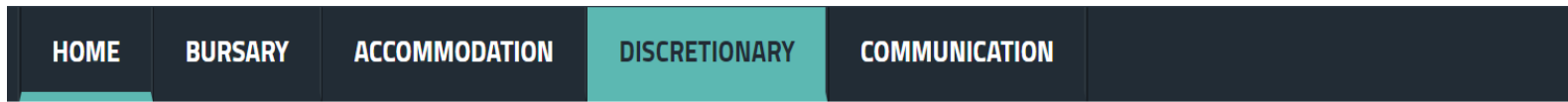


Guide to using CAMS after applying

A quick guide on using CAMS after you have applied for funding to check the status of your application and documents, check payment dates/amounts and status, and communicate with the Student Funding Team.

CHECKING THE STATUS OF YOUR APPLICATION

Log back in to your CAMS account.



Application Status: [Redacted]

Correspondence will be sent to [Redacted]

Bursary/EMA Application

Course Details	Application Status
#SUSSED - Skills in Understanding Social Science Employment Destinations	▶ Application Pending ▶ Upload Documents ▶ View

The status of your application is shown here

You will see one of 4 status':

- Application Pending:** either your application has not been reviewed yet, you have outstanding documents or documents have been rejected.
- Admin Check:** We have enough financial information to process your application and award you funding.
- Returned to applicant:** You have asked us to return or "un-submit" your application, so you can make changes and have not submitted it again yet.
- Cancelled:** Application has been fully cancelled either by request or length of time left unsubmitted/incomplete

CHECKING THE STATUS OF YOUR SUPPORTING DOCUMENTS

- HOME
- BURSARY
- ACCOMMODATION
- DISCRETIONARY
- COMMUNICATION

Application Status: [REDACTED]

Correspondence will be sent to [REDACTED]

Bursary/EMA Application

Course Details	Application Status
#SUSSED - Skills in Understanding Social Science Employment Destinations	Application Pending Upload Documents View

Tax Credits

Tax Credit - Current Award Notice

Evidence Provided

- 07/08/2019	15644034347456554214165161472863.jpg Uploaded 29/07/2019
- 08/08/2019	15651779163444055765365687521993.jpg Uploaded 07/08/2019
- 08/08/2019	15651780875343517513950648276651.jpg Uploaded 07/08/2019
- 08/08/2019	15651780875343517513950648276651.jpg Uploaded 07/08/2019
- 08/08/2019	156517814575979648924981724922.jpg Uploaded 07/08/2019

UPLOAD EVIDENCE

From the homepage click "UPLOAD DOCUMENTS"

You will see a checklist of the documents that have been requested and their status. You will see one of 3 status' next to each file you have uploaded; "TO BE VERIFIED", "ACCEPTED" or "REJECTED".

If the document is To be verified, then it hasn't been checked by a the student funding team yet.

If the document is accepted, then you do not need to do anything further unless we contact you directly about it.

If the document has been rejected, then we cannot accept it. We will email you the reasons why and what you need to do.

PAYMENTS PAGE

From the homepage click
"MY PAYMENTS"

HOME	BURSARY	ACCOMMODATION	DISCRETIONARY	COMMUNICATION	MY PAYMENTS
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Payment Profile

Details of Your Bursary/EMA Payments

Payment Type	Amount	Proposed Pay Date	Actual Pay Date	Stopped	Stop Reason
Bursary	£17.00		28/08/2019	No	
Bursary	£17.00		28/08/2019	No	
Bursary	£116.19	13/09/2019	11/09/2019	No	
Bursary	£116.19	13/09/2019	11/09/2019	No	
Bursary	£116.19	27/09/2019	25/09/2019	No	

Here you can see your Payment amount, pay date, if it's been stopped or not and if stopped, the reason why.

This section will only appear if you have been granted an actual funding award which require payment instalments to be made.

COMMUNICATION PAGE

From the homepage click
"COMMUNICATION"

- HOME
- BURSARY
- ACCOMMODATION
- DISCRETIONARY
- COMMUNICATION**
- MY PAYMENTS

Communication

Received messages

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Sent messages

Date	Time	Attachment	Subject	
28/05/2019	13:45		Documents Requested	View
23/05/2019	10:33		Documents Requested	View

[NEW MESSAGE](#)

Here you can send us a message, see any sent messages and any messages we have sent you.

It is important to regularly check here in case you have missed any emails we have sent you with important information or requests.