

## Guidance Note for Higher Education Institution

### Higher Education Temporary Tuition Fee Support Scheme for Displaced Persons (Ukraine) in academic year 2024/25

#### Guidance Note for Higher Education Institutions – July 2024

The following guidance/FAQ note has been prepared to set out the position in relation to reporting; funding and other key information that may support institutions in administering the temporary scheme. Full details of the eligibility criteria are set out in the scheme. For further queries, HEI admission or finance offices may contact [TTFSS@dfheris.gov.ie](mailto:TTFSS@dfheris.gov.ie).

#### FREQUENTLY ASKED QUESTIONS (FAQS)

Query	Position
<b>How will the HEIs claim the EU tuition fee funding for eligible students?</b>	<p>Details of students eligible for the scheme should be retained by the HEIs including the tuition fee costs associated with each enrolment.</p> <p>In October the HEA will request that HEIs submit provisional student numbers and EU tuition fee costs for eligible students attending in semester 1 of 2024/25. A final claim will be required in 2025 concurrent to the submission of the final 2024/25 free fees initiative claim to the HEA.</p> <p>The HEA will provide a provisional allocation in 2024 and a final allocation as necessary during 2025.</p>
<b>What are the fee rates for eligible students?</b>	<p>The EU rate of fee is applicable. For postgraduate students the maximum EU tuition fee payable will be €6,270, where the EU tuition fee is below this maximum level the lower value should be claimed.</p>
<b>Will funding be provided for additional places and RGAM impact?</b>	<p>The temporary scheme will support students in attending a higher education course of study. The scheme does not provide for the creation of new or additional HE places. It will remain necessary for the places to be available within the existing system and for the students to meet the HEI's entry criteria to secure a place.</p> <p>Students who are eligible for the scheme should be included in the student return for the Recurrent Grant (RGAM) purposes.</p>
<b>How will eligibility be determined?</b>	<p>The approved institution that a student is attending will determine student eligibility to avail of the tuition fee supports available under this scheme.</p> <p>HEIs must be satisfied that the applicant meets the criteria of the scheme and an institution may require a student to provide such information as may be reasonably necessary for the performance of its functions under this scheme.</p> <p>It will be the responsibility of a student to ensure that all information provided in relation to their application is full, complete and accurate in every respect and the HEI may require a written declaration to be signed by a student for this purpose.</p>

	<p>The onus is on the applicant to provide the evidence required by the HEI to ascertain eligibility. Where a student refuses or is unable to provide information that is reasonably required by the institution (cognisant of data protection regulations), the institution may refuse the application to which the information relates.</p>
<p><b>What is the residency criteria of the scheme?</b></p>	<p>For the purpose of this scheme students must be legally resident in the State. Only those currently resident in the State can meet the residency criteria of the scheme.</p>
<p><b>What permission documentation will the Department of Justice provide to beneficiaries of temporary protection?</b></p>	<p>A person, in respect of whom a permission to reside in the State has been granted by the Minister for Justice pursuant to section 60 of the International Protection Act 2015, will be in receipt of a permission letter confirming that they have been granted Temporary Protection.</p> <p>Please note that the permission letter provided by the Department of Justice specifies that the document is not evidence of the identity of the person to whom it is issued.</p>
<p><b>How can a HE verify the identity of a permission holder under section 60?</b></p>	<p>Institutions should confirm a person's identity in line with their normal processes. In some instances persons in receipt of temporary protection may not be in possession of a current passport. In this regard it may be suitable for institutions to accept another form of identification for example, national ID card, expired passport or birth certificate.</p>
<p><b>Does the scheme apply to students accessing only some modules on courses or part-time study?</b></p>	<p>The scheme applies to approved full-time undergraduate or full-time postgraduate courses only.</p>
<p><b>Are Ukrainian students currently studying in Ireland eligible for the scheme?</b></p>	<p>The temporary scheme is <u>not</u> limited to new entrants. Subject to the other criteria of the scheme, where a student enrolled prior to 2024/25, acquires the relevant Temporary Protection under a Section 60 permission in advance of the 2024/25 academic year, they may be eligible for supports under the scheme.</p> <p>Students who acquire temporary protection after the commencement of academic year 2024/25 and before 31st January 2025 may be reassessed and potentially entitled to avail of the TTFSS from the second half of the academic year.</p>
<p><b>If a student transfers to a new course and is progressing to the next year can they avail of the scheme?</b></p>	<p>Under the progression rules, a TTFSS 2023/24 eligible student can move from one year to the next year of their course of study in 2024/25. Progression can also apply where a TTFSS 2023/24 eligible student completed a year of a course in 2023/24 and transfers into the subsequent year of another TTFSS approved course in 2024/25, for example moving from year 1 of a level 8 course in 2023/24 to year 2 of a separate level 8 course in 2024/25.</p>
<p><b>Can a student with a qualification from abroad undertake a new course of study?</b></p>	<p>The scheme is not intended to support a second course of study.</p> <p>If a qualification was obtained outside Ireland and that qualification is recognised by a HEI as comparable to an award on the NFAQ then a student should be considered as already holding a qualification within the terms of the scheme.</p>

ENDS