

# FE bursary guidance 2023-24 for students aged 19+

Bursary	To be eligible you must....	You could get....						
	<p><b>General requirements:</b> <i>You must meet the General requirements and the Specific requirements for each bursary you apply for</i></p> <ul style="list-style-type: none"> <li>• be a home student</li> <li>• have a Net annual household income of £30,000 or less</li> <li>• provide evidence of household income or benefit and your financial independence (where necessary)</li> </ul> <p>It is your responsibility to tell the Department for Work and Pensions about any financial support that you receive from Activate Learning, as learner support payments may affect your eligibility to some benefits</p> <p><b>Note:</b> If your course is eligible for an Advanced Learner Loan, you will need to provide confirmation that you have been awarded it when applying for bursary funding.</p>							
<b>Travel bursary</b>	<ul style="list-style-type: none"> <li>• Be attending the nearest college offering the course to meet your learning aim</li> <li>• not be enrolled on an online course</li> <li>• Live more than 3 miles walking distance from college (using Google maps)</li> <li>• Apply by 11 August 2023 to ensure your pass is available at the start of term</li> <li>• N.B. Bursary funds support travel to the nearest campus offering the course and does not support journeys over 30 miles</li> </ul>	<ul style="list-style-type: none"> <li>• Help with the cost of travel to and from the nearest Activate Learning Campus offering the course. The support provided will be by the most cost - effective method, which will either be a travel pass or travel expenses paid into your bank account. If we do not have a purchasing agreement with your travel company you will be awarded travel expenses.</li> <li>• Where travel expenses are awarded, for travel on public transport, receipts evidencing the cost of travel must be provided within 2 weeks of receiving an email confirming the award. Receipts are also to be provided at the start of each term</li> <li>• 23p per mile will be paid for fuel in exceptional circumstances.</li> <li>• Travel expenses are paid fortnightly, term time in advance.</li> <li>• Bursary funds do not support the cost of taxis.</li> <li>• We will support with one change of travel pass due to relocation in an academic year.</li> <li>• Travel Bursary payments will not be backdated</li> </ul>						
<b>Course costs</b>	<p>The fund is available to learners on a funded course or if you have a letter confirming you have been awarded an Advanced Learner Loan.</p> <ul style="list-style-type: none"> <li>• If you receive the Advanced Learner Loan or are eligible for a loan, you are not eligible for funding help towards fees.</li> <li>• Learners who are paying their own fees and their course is not eligible for an Advanced Learner Loan may be awarded a maximum contribution of 50% towards their fees.</li> </ul> <p><b>If you have been awarded a bursary and need support with costs directly relating to your course, your faculty will provide you with these items.</b></p> <p>If you need support paying for specialist protective clothing that faculty can't provide, university open events / interviews, exam resits, submit a course costs form detailing the items you need support with and attach receipts.</p> <p>Students who are enrolled on ESOL courses who need support with fees or travel for additional courses throughout the year should submit a course costs form each term.</p> <p>N.B funds are limited and cannot be guaranteed.</p> <p>The maximum combined travel bursary and course costs bursary award is £3,500, funds for course costs may not be awarded if you have already been awarded the maximum bursary.</p>	<p>We will award bursary funds to:</p> <ul style="list-style-type: none"> <li>• Reimburse faculty for the items for your course that they provide you that are not available to be borrowed : e.g. specialist protective clothing,</li> <li>• Pay for essential field trips without having to pay the trip fee.</li> <li>• Reimburse you for the cost of attending university open events / interviews and if you need to pay for an exam resit.</li> <li>• To support learners on a traineeship including the work placement element</li> <li>• In exceptional circumstances we award funds to support with course fees, which will initially be 50%.</li> </ul> <p>Bursary funds do not support:</p> <ul style="list-style-type: none"> <li>• equipment and materials that can be borrowed from college</li> <li>• laptops or any other IT equipment. Laptops can be borrowed from faculty or are available to use in our Learning Environments</li> <li>• counselling or counselling supervision</li> </ul> <p>When you complete or withdraw from your course all equipment and books provided using bursary funds must be returned. Any equipment not returned will be charged.</p>						
<b>Childcare bursary</b>	<p>Meet the standard requirements above plus:</p> <ul style="list-style-type: none"> <li>• Use an Ofsted registered childcare provider</li> <li>• Provide a copy of your child benefit letter to include the child benefit number</li> <li>• Complete a childcare provider form</li> </ul> <p>NB Both students and the childcare provider must return our signed Term's and conditions before invoices will be paid.</p>	<p>The amount of funding is discretionary but will normally be for a maximum of £230 per week per child. Funds will be initially allocated for up to two children per household. Funding for any additional children will be subject to availability. Funding is for timetabled classes and it does not support independent study.</p> <p>Bursary funds are paid directly to the childcare provider after we have received their monthly or termly invoice. No bursary funds are paid directly to the student.</p> <p>Online courses - we provide maximum of one days childcare support for part-time courses and three days childcare for full-time courses.</p>						
<b>Accommodation bursary</b>	<ul style="list-style-type: none"> <li>• Have a household income less than £32,000 and be enrolled on a specialist subject that is not available where you live e.g. land based and furniture course.</li> </ul> <p>N.B. The bursary does not support a student to participate in general FE provision that is widely available or to enable them to participate in additional activity, for example, to take part in a specific sport</p>	<p>A contribution paid directly to the landlord towards the costs of accommodation. Awards are based on individual circumstances and the type of accommodation and length of stay required.</p> <p><b>Support with accommodation for the academic year as follows:</b></p> <table border="1"> <thead> <tr> <th>Gross household income £</th> <th>£ per year</th> </tr> </thead> <tbody> <tr> <td>Up to £27,000</td> <td>Up to £3,458 for five days' residence / week Up to £4,100 for seven days' residence / week (for students aged over 18 years)</td> </tr> <tr> <td>£27,001 - £32,000</td> <td>Up to £2,305</td> </tr> </tbody> </table> <p><b>We do not support travel from home to accommodation.</b></p> <p><b>N.B. Where students leave part way through the year or are excluded from their accommodation, their accommodation bursary payments will stop on the date they left their course or were excluded.</b></p>	Gross household income £	£ per year	Up to £27,000	Up to £3,458 for five days' residence / week Up to £4,100 for seven days' residence / week (for students aged over 18 years)	£27,001 - £32,000	Up to £2,305
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