

19+ Student Financial Support

Vice Principal (Professional Services)

BEACONS OF **EDUCATIONAL EXCELLENCE**
TRANSFORMING THE LIVES OF INDIVIDUALS
AND COMMUNITIES



Procedure Statement

The 19+ Bursary Fund provides financial support to students to help them overcome specific barriers to participation so they can remain in education.

No student can be automatically awarded the 19+ Bursary Funds without an assessment of the level of need they have.

This procedure outlines how Salford City College Group will administer the 19+ Bursary Funds.

The Vice-Principal (Professional Services) and Student Operations Manager are responsible for the administration of the College Bursary Fund.

Bursaries Available:

19+ Discretionary Bursary

Advanced Learner Loan Bursary

Higher Education Student Opportunity Fund

19+ Discretionary Bursary

The 19+ Discretionary Bursary is for students who struggle financially with the cost of attending College.

To be eligible to receive the 19+ Discretionary Bursary, students need to meet the following criteria:

1. Students must be aged 19+ on the 31st August 2021.
2. Students' household income (that of all adults that live in the student's home who have financial responsibility for them) is less than £30,000 before tax.
3. Students must be enrolled onto a College study programme of more than 12 hours per week.
4. Students must attend all their College classes and tutorials. Bursary payments will be based on 100% attendance, a satisfactory behaviour record and engagement with academic progress and deadlines.

The 19+ Discretionary Bursary payments outlined below are for guidance only and may be subject to change. The 19+ Discretionary Bursary is awarded at the College's discretion, based upon an assessment of a student's need, and is not an entitlement.

Household Income	Weekly Bursary Payment
Less than £10,000 / annum	Up to £15.00
Less than £16,000 / annum	Up to £12.50
Less than £20,000 / annum	Up to £10.00
Less than £30,000 / annum	Up to £8.00

Where remote learning is taking place, the amounts outlined above may differ.

The College reserves the right to review and amend the 19+ Discretionary Bursary Payments at any time. This applies to individuals as well as the 19+ Discretionary Bursary cohort.

Advanced Learner Loan Bursary

Students may apply to receive money from the Advanced Learner Loan Bursary Fund after they receive a letter approving their Advanced Learner Loan.

If a student is in receipt of state benefits it is their responsibility to inform the Department for Work and Pensions (DWP) about any learner support they receive from the College, as the learner support payment may impact those benefits.

To be eligible to receive the Advanced Learner Loan Bursary, students need to meet the following criteria:

1. Students must be enrolled onto a College course that is being funded by an Advanced Learner Loan.
2. Students must attend all their College classes and tutorials. Bursary payments will be based on 100% attendance, a satisfactory behaviour record and engagement with academic progress and deadlines.

The Advanced Learner Loan Bursary payments outlined below are for guidance only and may be subject to change.

Household Income	Weekly Bursary Payment
Less than £10,000 / annum	Up to £60.00
Less than £16,000 / annum	Up to £50.00
Less than £20,000 / annum	Up to £40.00
Less than £30,000 / annum	Up to £30.00
Less than £40,000 / annum	Up to £20.00
Less than £50,000 / annum	Up to £10.00

The Advanced Learner Loan Bursary is awarded at the College's discretion, based upon an assessment of a student's need (both financial and course related costs), and is not an entitlement. Financial support is available to provide financial assistance for students with specific hardship preventing them from taking part or continuing in learning. To provide financial support, a student's needs must fall within the following categories:

- Hardship funding – general financial support for vulnerable and financially disadvantaged students to support student participation.
- 20+ Childcare funding – for students aged 20 or older on the first day of learning who are at risk of not starting or continuing learning because of childcare costs.
- Residential Access funding – to support ESFA funded loans learners (where they need to live away from home).

Where remote learning is taking place, the amounts outlined above may differ.

The College reserves the right to review and amend the Advanced Learner Loan Bursary Payments at any time. This applies to individuals as well as the Advanced Learner Loan Bursary cohort.

Higher Education Student Opportunity Fund

The Higher Education Student Opportunity Fund is available for individual Higher Education students or groups of Higher Education students to apply for grants between of £100.00 and £1,000.00 to enhance their academic experience.

The fund provides students with a new opportunity to collaborate with each other and tutors to enhance their learning in new innovative ways.

Grants are awarded by the Vice Principal (Professional Services) who oversees the Fund in collaboration with the Head of Centre, FutureSkills at MediaCityUK and the University Centre at Salford City College.

Awards will be made to individuals or groups of Higher Education students who have innovative projects to enhance their own educational experience.

Examples of how grants may be used include:

- Participation in educational conferences, seminars or excursions aligned to an academic discipline.
- Collaborative student projects related to their studies.
- Extra academic events and invited guest speakers.
- Attendance of seminars or events intended to enhance transferable skills.
- Room hire and small equipment purchases to support special educational events.

Please note: Grants may not be used to subsidise programme or student accommodation fees, or to purchase equipment not aligned to student or to extra curricular activities.

19+ Childcare

The 19+ Childcare Fund is for parents who struggle financially with the cost of childcare when attending College.

To be eligible to receive the 19+ Childcare, students need to meet the following criteria:

1. Students must be aged 19+.
2. Students' household income (that of all adults that live in the student's home who have financial responsibility for them) is less than £30,000 before tax.
3. Students must be enrolled onto a full-time College study programme.

STUDENTS WHO ARE STUDYING ON A FOUNDATION DEGREE, DEGREE TOP-UP, HIGHER NATIONAL CERTIFICATE (HNC) OR HIGHER NATIONAL DIPLOMA (HND) ARE NOT ELIGIBLE FOR CHILDCARE FUNDING.

The 19+ Childcare Fund payments outlined below are for guidance only and may be subject to change. The 19+ Childcare Fund is awarded at the College's discretion and is not an entitlement.

Full Day	Up to £50.00/Day
Half Day	Up to £25.00/Day

Where remote learning is taking place, the amounts outlined above may differ.

If a student is eligible for 15/30 hours of free Childcare Funding from the government, they must first use these hours to provide childcare for the hours they are studying in College.

A maximum 50% retainer may be paid during the College holidays.

Only Ofsted registered childcare providers may be used.

Care to Learn (C2L)

The Care to Learn scheme is designed to help students under the age of 20 (at the start of their course) with the cost of childcare whilst they study.

The scheme is available for publicly funded courses in England.

Students may be eligible of up to £160.00 per child, per week.

To be eligible to receive Care to Learn, students need to meet the following criteria:

1. Students must be a parent under the age of 20 at the start of their course.
2. Students must be the main carer for their child and in receipt of Child Benefit for the child(ren) for whom they are claiming C2L.
3. Students must meet the C2L residency criteria reflected in the ESFA funding regulations for post-16 provision.
4. The chosen course(s) must qualify for the Care to Learn scheme.

If a young parent loses custody of their child(ren), even temporarily, they must tell the College immediately.

C2L will only pay for childcare provision that is registered with Ofsted.

Applications for C2L are to be made directly by the student online through the Student Bursary Support Service portal: [Student Bursary Support Service \(education.gov.uk\)](https://www.education.gov.uk/student-bursary-support-service)

Hardship Funds

The Hardship Fund is an emergency fund available for students who are experiencing unexpected financial hardship whilst at College.

Examples of students who may need to access this fund are:

- Students with children, especially single parents.
- Mature students with existing financial commitments.
- Students from a low-income family.
- Disabled students.
- Students in care/care leavers.
- Homeless students or students living in a foyer.

The amount a student can receive is determined by the Vice Principal (Professional Services) and Student Operations Manager. Evidence must be provided to support a request for the Hardship Funds.

Typically, students do not need to pay the money back to the College, however in some cases they may receive a loan that they will have to repay.

Conditions of Bursary

All students in receipt of a bursary **must** meet termly punctuality and attendance targets and **must** meet the College's expectations with regard to conduct and quality of work submitted in order to ensure continued financial support.

By completing a bursary application, students will be expected to sign a declaration confirming their agreement to these conditions.

Salford City College Group reserves the right to withdraw or suspend bursary payments if these conditions of bursary are not met.

Appeals

If any student or their parent/guardian is dissatisfied with the outcome of their application, they should write to the Student Operations Manager outlining their reasons why. Martin Townsend, *Student Operations Manager* and Ruth Osborne-Thompson, *Vice Principal (Professional Services)* will then consider and respond to the appeal within three weeks of receipt.

Payments

In line with guidance, where possible, the College may seek to make in-kind payments to students instead of cash payments. This is where the College will purchase items such as kit, equipment and vouchers for the students to use.

Where cash payments are made, these will be paid directly into the student's bank account.

Students are advised that they should retain receipts for their college-related purchases made using the bursary fund.