



FE Bursary Procedure 2023-2024

1. Scope

an approved Advanced

-
- Discretionary Learner Support Fund (for 19 plus students)
- Care to Learn

2. 16 – 19 Bursary Fund

a) Vulnerable Bursary

Financial eligibility: ul Bur(0817)T1 1 Tf0458 02y)28 (:):sC R(57058e 012u8.4 (y)1s (r)8.r)6.3 (et)4.r 19 p



- Childcare – see arrangements and evidence below
- Support towards living costs

5. Discretionary Learner Support Fund (for 19 plus students)

Financial eligibility:

To be eligible for support students must be:

- 19 or over
- Studying for a qualification funded by the Education and Skills Funding Agency (ESFA)
- Meet the ESFA or West of England Combined Authority (WECA) residency criteria of home student

To be eligible for the Discretionary Learner Support Fund, students must also be in one of the defined vulnerable groups:

- Gross income less than £21,000 if living independently, or gross household income less than £32,000.
- In receipt of a means tested benefit (listed below)

Evidence:

- P60
- Full copy (totalling 6 pages) of the household's Tax Credit Award notice for 2023/24
- Evidence of income e.g. audited accounts for self-employed people
- Award letter, or Benefit Office stamped application form, confirming being in receipt of one of the following benefits:
 - Job Seekers Allowance (JSA)
 - Employment Support Allowance (ESA)
 - Guaranteed Element of State Pension Credit
 - Income Support (IS)
 - Universal Credit

Support provided:

- Travel for journeys over 3 miles each way (verified by Google maps walking man)
- Course related costs determined by your course tutor
- Childcare - see arrangements and evidence below



- Awards are made to cover the



Appendix A (further definitions)



young person is defined as having left care so is now a care leaver. They must meet the definition of a 'care leaver' in full (so, the period of weeks and age range set out above). If they do, they are eligible for help from the bursary for vulnerable groups, where they need financial support to participate.

Information regarding Universal Credit

Universal Credit (UC) is being rolled out across the country and will gradually replace Income Support and Employment and Support Allowance as well as other benefits. Institutions will increasingly see students claiming bursaries for defined vulnerable groups based on receiving UC.

UC award notifications do not include any information on the benefits they replace. For this reason, the description of the bursaries for vulnerable group category that relates to receipt of UC or Income Support is that a student must be receiving UC in their own right because they are financially supporting themselves and anyone who is dependent on them and living with them such as a child or partner.

Bursary funds awarded to a student should not form part of the UC assessment undertaken by the Department for Work and Pensions (DWP). How DWP treat any funding for education depends on whether the student is undertaking advanced full time education. It is unlikely that 16 to 18 year olds will be in advanced full time education as they are generally on study programmes at level 3 or below.

The costs of books, uniforms and equipment costs are usually charged direct by the curriculum area and the items are purchased on behalf of the student. The costs available are defined for each course to meet the needs of that course.

Eligible students are able to request support with the costs for University visits and interviews.

Awards are made subject to satisfactory attendance of a minimum of 90%, unless there are exceptional circumstances. If attendance is less than 90% awards may be stopped and may be reinstated if attendance improves.