

# FE bursary guidance 2024-25 for students aged 16-18

Learners enrolled have access to all essential materials, consumables, kit, equipment, tools, etc to complete their programme. You are not required to purchase any additional items, you are free to purchase your own premium items at your own cost.

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 with a single child in the household. (plus £1,700 for each additional dependent child aged 18 and under living at the same address.)</li> <li>• Provide evidence of household income or benefit and your financial independence (where necessary)</li> <li>• Asylum Seekers do not need to provide evidence of household income.</li> </ul>	
<p><b>Travel bursary</b></p>	<ul style="list-style-type: none"> <li>• Be attending the nearest college offering the course to meet your learning aim.</li> <li>• Live more than 3 miles walking distance from college (using Google maps).</li> <li>• Apply by 12th August 2024 to ensure your pass is available at the start of term.</li> </ul> <p>N.B. Bursary funds support travel to the nearest campus offering the course and does not support journeys over 30 miles. Students needing specialist transport due to them having an EHCP plan should contact their Local Authority.</p> <p>The maximum combined travel bursary and course costs bursary award is £3,500,</p>	<ul style="list-style-type: none"> <li>• A travel bursary for academic year 2024-25. Students need to reapply for a bursary each academic year.</li> <li>• 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>• Students needing to walk more than 3 miles in total for their journey to college, may be supported with an additional travel pass if available.</li> <li>• Travel expenses for train journeys are awarded on the basis that you have a rail card that you are eligible for. Parents of students aged 17 and under on 31st August 2024 will be sent a notification that the student has been sent an email.</li> <li>• 25p per mile will be paid for fuel in exceptional circumstances.</li> <li>• Travel expenses are paid fortnightly, term time in advance.</li> <li>• If you use SEN transport provided by the County Council when you provide a copy of the Local Authorities invoice we will award expenses towards your contribution. SEN transport invoices need to be provided by the end of November 2024.</li> </ul>
<p><b>Course costs</b></p>	<p>If you have been awarded a bursary faculty will provide you with the items you need for the course once they have been ordered and paid for with bursary funds.</p> <p>You do not need to apply for items that have been identified by faculty as being essential to your course.</p> <p>If you are attending a mandatory UK trip, let the Adviser who enrolls you onto the trip code that you have a bursary, we will then allocate the funds to pay for the trip.</p> <p>If you need support paying for specialist protective clothing that needs to be fitted, UCAS fees, AAT membership fee, university open events/ interviews, exam resits, submit a course costs form detailing the items you need support with and attach receipts.</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>Essential equipment, materials and PPE needed for your course are provided, so bursary funds do not support these costs. Students are free to purchase their own items for the course at their own cost.</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>• Mandatory UK field trips without you having to pay a trip fee.</li> <li>• Reimburse you for the cost of attending university open events / interviews and if you need to pay for exam resits.</li> </ul> <p>If you have been awarded a bursary, faculty will provide you with the items you need for the course once they have been ordered and paid for with bursary funds.</p> <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>• extra-curricular activities or counselling</li> <li>• stationery</li> </ul> <p>When you complete or withdraw from your course all items purchased using bursary funds must be returned. Any equipment not returned will be charged.</p>

<p><b>Bursaries for young people in defined vulnerable groups</b></p>	<p>The defined vulnerable groups are students who are:</p> <ul style="list-style-type: none"> <li>• in care</li> <li>• care leavers</li> <li>• receiving Income Support (IS), or Universal Credit (UC) because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them such as a child or partner</li> <li>• receiving Disability Living Allowance (DLA) or Personal Independence Payments (PIP) in their own right <b>(the student)</b> as well as Employment and Support Allowance (ESA) or UC in their own right <b>(the student)</b></li> <li>• if you receive UC, you could ask your UC Work Coach for help providing evidence of receiving benefits</li> </ul> <p>If you are in receipt of Disability Living Allowance (or Personal Independence Payments) and Employment Support Allowance or Universal Credit, your parents can no longer receive certain household/family benefits, such as Child Benefit.</p>	<ul style="list-style-type: none"> <li>• Students who are eligible for a bursary for vulnerable groups are not automatically awarded meal credits.</li> <li>• If you do not have an actual financial need because your costs have been met or because you have no relevant costs you may not be awarded a bursary for vulnerable groups.</li> <li>• If the study programme lasts for less than 30 weeks or if you are on a part-time programme you will be awarded a pro-rata amount.</li> <li>• Awards are made pro rata from the date the fully completed application was received.</li> <li>• This bursary will support the cost of attending college for additional days to use college IT equipment. It does not provide support to purchase laptops or other IT equipment.</li> </ul>						
<p><b>Bursary</b></p>	<p><b>To be eligible you must....</b></p>	<p><b>You could get....</b></p>						
<p><b>Meal credits</b></p>	<p>Be aged 16-18 on 31 August 2024 or continuing on a study programme you began aged 16-18 or have an EHCP plan and be in receipt of one of the following benefits:</p> <ul style="list-style-type: none"> <li>• Income Support</li> <li>• income-based Jobseekers Allowance</li> <li>• income-related Employment and Support Allowance (ESA)</li> <li>• support under part VI of the Immigration and Asylum Act 1999</li> <li>• the guarantee element of State Pension Credit</li> <li>• Child Tax Credit (provided you are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs (HMRC))</li> <li>• Working Tax Credit run-on – paid for 4 weeks after someone stops qualifying for Working Tax Credit</li> <li>• Universal Credit with net earnings not exceeding the equivalent of £7,400 pa (after tax and not including any benefits you get)</li> </ul> <p>If you received free meals last year and we can confirm the award you will continue to be eligible for free meals if you let us know you need them. We may ask you to provide your free meal entitlement letter.</p> <p>Parents who are self-employed need to provide:</p> <ul style="list-style-type: none"> <li>• Their UC award letter</li> <li>• A copy of their HMRC Tax calculation letter or their Company Registration form if the business is new</li> <li>• Evidence their net earnings do not exceed the UC threshold</li> <li>• Sign a self-declaration form to confirm their net earnings do not exceed £7,400</li> </ul>	<ul style="list-style-type: none"> <li>• Students based at a campus take up their meal credits through college outlets, payment is made for their meal by presenting their ID card at the checkout.</li> <li>• If your course is based at a campus without a refectory, or you are on a work placement, you will be provided with fortnightly vouchers which you can use to obtain a supermarket voucher of your choice to buy food for lunch.</li> <li>• If you are eligible for Meal Credits and attend a placement you will need to provide details of your placement on a work/placement form.</li> </ul>						
<p><b>Accommodation bursary</b></p>	<p>Have a household income less than £35,000 and be enrolled on a specialist subject that is not available where you live e.g. land based and furniture course.</p> <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" data-bbox="837 1518 1548 1756"> <thead> <tr> <th>Gross household income £</th> <th>£ per year</th> </tr> </thead> <tbody> <tr> <td>Up to £30,000 or less with a single child in the household, (plus £1,700 for each additional dependent child aged 18 and under living at the same address.)</td> <td>Up to £4,500</td> </tr> <tr> <td>£30,001 - £35,000 with a single child in the household (plus £1,700 for each additional dependent child aged 18 and under living at the same address.).</td> <td>Up to £4K</td> </tr> </tbody> </table> <p>We do not support travel from home to accommodation</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 £30,000 or less with a single child in the household, (plus £1,700 for each additional dependent child aged 18 and under living at the same address.)	Up to £4,500	£30,001 - £35,000 with a single child in the household (plus £1,700 for each additional dependent child aged 18 and under living at the same address.).	Up to £4K
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<p><b>Care to Learn - a government scheme</b></p>	<p>Care to Learn eligibility:</p> <ul style="list-style-type: none"> <li>• you are a parent under 20 at the start of your course</li> <li>• you're the main carer for your child</li> <li>• you live in England</li> <li>• your childcare provider qualifies</li> </ul> <p>Apply online at <a href="https://www.gov.uk/care-to-learn">https://www.gov.uk/care-to-learn</a></p> <p>You will need to provide evidence that you receive Child Benefit or a copy of your child's birth certificate to <a href="mailto:febursaries@activatelearning.ac.uk">febursaries@activatelearning.ac.uk</a></p>	<p>You can get up to:</p> <ul style="list-style-type: none"> <li>• £180 per child per week if you live outside London</li> </ul> <p>Care to Learn can help with the cost of:</p> <ul style="list-style-type: none"> <li>• your childcare, including deposit and registration fees</li> <li>• keeping your childcare place over the summer holidays</li> <li>• taking your child to their childcare provider</li> <li>• a childcare taster session for up to five days</li> </ul>
<p><b>Childcare Bursary</b></p>	<p>Have been awarded a maximum Care to Learn payment of £180 per week and have weekly childcare fees of more than £180 per week.</p> <p>Complete a childcare provider form and provide evidence of the amount of Care to Learn you have been awarded, as well as evidence you receive Child Benefit.</p>	<ul style="list-style-type: none"> <li>• Help with the cost of your childcare if your childcare costs are more than £180 per week.</li> <li>• The maximum award is £50 / week.</li> <li>• Bursary funds are paid directly to your childcare provider after we have received their monthly or termly invoice. No bursary funds are paid directly to the student.</li> </ul>