

Student Finance Information for 2018/19

Frequently Asked Questions

16-18

What help is available?

Students' circumstances will determine which fund they can apply to, but they have to be resident in the UK for 3 years prior to the start of their course.

Discretionary Bursary

Available to students based on the table below, depending on personal circumstances, there will be help available towards equipment, travel and meals. Proof of benefits and/or wages will be required before we can assess the application.

Income/Benefits	Help available
Income Support JSA ESA Universal Credit The Guarantee Element of State Pension Credit	Travel Equipment – you may be entitled to support Discretionary College Meals
An income of less than £30k NET	Travel Equipment – you may be entitled to support Discretionary College Meals

Guaranteed Bursary

Available to students who are in the groups listed below and could be eligible for a Bursary of £1200 (pro rata). Proof of benefits or a letter from Social Services will be required before we can assess the application:

Group	Help available
In care A care leaver Receiving Income Support/Universal Credit Receiving Disability Living Allowance/Personal Independent Allowance and Employment Support Allowance or Universal Credit in their own right	Travel Equipment Discretionary College Meals

Care to Learn

Students 19 and under at the start of their course can apply to the 'Care to Learn' scheme for help with childcare whilst they are studying. Please see a member of the Student Finance Team for details of how to apply. Website: www.direct.gov.uk/caretolearn

Free College Meals

Available to students if parents or carers are in receipt of one or more of the following benefits:

- Income Support
- Income-based Jobseekers Allowance (JSA)
- Income-related Employment and Support Allowance (ESA)
- The guarantee element of State Pension Credit
- Child Tax Credit (providing you are not entitled to Working Tax Credit) with gross income of £16,190 or less
- Universal Credit with net earnings not exceeding the equivalent of £7,400pa

Young Carers

If you are a young carer then please contact a member of the Student Finance Team to discuss what help is available.

How do I apply?

Complete a blue Student Finance application. These can be downloaded from our website or collected from the Student Finance Office which is situated in the Avenue in the Phoenix Building. Alternatively ring the Student Finance Team on 01793 491591 or Email studentfinance@swindon.ac.uk

Completed applications will be processed in date order of receipt. There is no guarantee that students will be entitled to any of the bursaries as this depends on funds being available.

Successful students will need to meet the College's criteria on progress, attendance and behaviour for funding to continue.

Will I need to supply anything with my application?

Any entitlement will depend on household income and circumstances. Therefore students will need to supply proof of any income into the household. This will include:

- 2018/19 Tax Credit Award Notice and/or the last 2 wage slips for each working adult in the household
- Benefit letter for the current tax year (since April 2018) or Universal Credit Statement in full printed from online account

We **cannot** accept applications without the proof requested or that are incomplete, unsigned and undated. These will be returned as we are unable to process application and it may cause delays to your Financial Support.

What can I apply for?

Students can apply for help towards travel to College, equipment, trips and college meals. We cannot help with living costs.

How will I find out if my application has been successful?

Once a decision has been made we will write to students informing them of the outcome of their application.

How will I be paid?

This will only happen once students have started their course. Students that are entitled to help with travel will be given a bus pass that will be collected from Student Finance Office. Students will print off a meal voucher for each day that they are timetabled to be in College. **Bus passes are only issued if students have 90% or above attendance, and meet the College's criteria on progress and behaviour.**

What if I don't agree with the decision that has been made?

Students have the right to appeal against any decision that has been made. Appeals should be made in writing to the Appeal Panel, Student Finance, North Star Avenue, Swindon SN2 1DY within 21 days of the decision.

Useful telephone numbers

Thamesdown transport Bus Enquiry Line	01793 428428
Stagecoach	0871 200 2233
Swindon Borough Council	01793 466213
Wiltshire County Council	0300 456 0100
National Rail Enquiries	08457 484950
Traveline (door-to-door info on travel routes)	www.traveline.info

Who should I contact for further information?

Please contact the Student Finance Team

T 01793 491591 E studentfinance@swindon.ac.uk

This is correct at the time of going to print but may change before September 2018. This should be used as a guide only.