

# Financial Support 19+ Advanced Learner Loan Discretionary Bursary Leaflet

Julie Paige  
Senior Welfare advisor  
(01256) 306393  
[julie.paige@bcot.ac.uk](mailto:julie.paige@bcot.ac.uk)

Linda Wake  
Welfare Advisor  
(01256) 306608  
[linda.wake@bcot.ac.uk](mailto:linda.wake@bcot.ac.uk)

**Student Experience (Welfare) North Site**  
**Basingstoke College of Technology**  
Worting Road Basingstoke Hampshire RG21 8TN  
Reception: (01256) 354141

## Financial Support for your Studies

Basingstoke College of Technology has a range of Financial Support to Support students, who are studying a Full time course at our college and we will do our best to help you achieve your full potential.

### Advanced Learner Loans

If you're aged 19 or over and want to study either A-levels, an Access to Higher Education diploma, or a level 3-6 vocational qualification, you can apply for an Advanced Learner Loan to help with course costs.

Application is easy and doesn't look at your household income, or involve a credit check.

Repayments are linked to earnings not how much you borrow and don't start until the April following completion of your course.

<https://www.gov.uk/repaying-your-student-loan>

However, you can make voluntary repayments at any time if you prefer.

For information on how to apply for the Advance Learner Loans see

<https://www.gov.uk/advanced-learner-loan/how-to-apply>

### Bursary Funding

#### Bursary Fund

If you need help with learning – e.g. childcare, kit or equipment you may also be eligible for a payment from the Advanced Learner Loan Bursary Fund.

Application to this fund should be made directly via the online bursary application portal <https://bcot.paymystudent.com/portal/> as soon as you receive confirmation of your Advanced Learner Loan.

In most cases, you don't have to pay back monies received from the Bursary Fund.

This Bursary is applicable to:

- Learners whose family income is below £25,000 per year.
- Learners over 19 whose families are in receipt of:
  - Income Support
  - Income-based Jobseekers Allowance
  - Income-related Employment and Support Allowance (ESA) Support under part VI of the Immigration and Asylum Act 1999

- The Guaranteed element of the State Pension Credit
- Child Tax Credit (provided they are not entitled to Working Tax Credit) and have an annual gross income of no more than £16,190 p.a., as assessed by Her Majesty's Revenue and Customs.
- Universal Credit with an annual gross income of no more than £7,400 p.a.

If the learner is not in receipt of benefits or income, then we must assess the bursary based on the income of parents/partners or guardians of the learner.

### *Your application for a Discretionary Bursary*

We do require documentary evidence, to be able to process your application (please see list of evidence required leaflet), which you will need to submit copies with your online application at <https://bcot.paymystudent.com>

Examples of evidence needed include

- Most recent copy of your Welfare/Benefit entitlement
- Most recent copy of your Child Tax Credit/Working tax Credit Award notification or Annual Tax Credit Review (issued in Apr TC603R) (provisional awards not accepted) (all pages))
- P60 or 3 months worth of pay statements
- Self assessment letter/letter from accountant
- Current Bank statement(s) including savings accounts (please note that savings in excess of £16,000 would mean that you are not eligible for the Bursary)
- Universal Credit Statement 3 copies (all pages)
- Pension Notification
- Council tax statement/ Tenancy agreement (if applicable)

It should be noted that it may be necessary to obtain additional documentary evidence not listed in order to establish household income.

### *Kit and Equipment*

If your income is less than £18,000 p.a then we may be able to help with additional costs for essential kit and equipment and DBS checks (applicable to your course)

Please note that kit and equipment will be purchased after the October half term break, and the equipment will be on loan to the student for the duration of the course, The equipment therefore must be returned to the faculty department at the end of their programme of study or you may be invoiced for the cost. If you withdraw from your course, all kit and equipment(s) will also need to be returned or you may be invoiced for the cost of the kit and equipment.

We cannot refund any items purchased yourself before funds have been allocated.

The issue of kit and equipment will be based on 90% attendance.

### *Travel Pass(s)*

Due to the Covid-19 restrictions we may have to offer payments in lieu of travel pass(s) for the days you attend college, this will probably continue until the college returns to a normal schedule.

For those families/students whose income is above £18,000 per annum, there will be a cost towards travel pass(s) of £50 per term or £100 for both passes. This must be paid before the ticket(s) are ordered.

Any learner applying for travel assistance will receive pass(s) termly.

This will be based on attendance being 90% or better and £50 payment being received if applicable.

### *Rail Pass*

A list of approved stations are below. This will allow learners to travel between their home station and Basingstoke, Monday to Friday in term time only. If your home station is not on this list then please select the closest one.

Aldershot, Andover, Bramley, Brookwood, Eastleigh, Farnborough Main, Fleet, Grateley, Hook, Micheldever, Mortimer, Reading Stations, Salsbury, Shawford, Southampton Airport, Southampton Central, Winchester, Winchfield and Woking.

All tickets must be collected from the college during or after enrolment, and if you do not have an existing Rail ID photo card we will need a passport photograph of the student prior to the pass being released. We are not able to post out any tickets to your home address.

### *General Information*

A charge of £10 will be levied for the replacement of a lost rail pass, please note only one replacement per academic year is allowed.

### *Bus Pass*

Bus passes are available to learners living 1.5 miles or 30 minutes walking time or more from BCoT, calculated using the learner's postcode on the RAC route planner. We can only authorise bus pass(s) from Stagecoach,

### *Unirider Zone 1:*

For use within the Basingstoke town centre area, which is bounded by Bramley, Sherfield on Loddon, Sherborne St John, Old Basing (The Hatch), Kempshott Park, Hackwood Park Gates and Oakley

### *Unirider Zone 2:*

For use on journeys to Basingstoke from out of town areas including Baughurst, Hook, Overton, Pamber Heath, Tadley and Whitchurch. You will also be able to use this pass in Zone 1.

### *General information*

A replacement bus pass will cost £25, regardless of income or time remaining on the pass.

### *Childcare*

Basingstoke College of technology has limited funds for the 19+ Childcare Funding

### *Childcare eligibility:*

- Be enrolled on a course at BCOT studying for a Level 1 or 2 course
- Be enrolled on a course at BCOT studying your first Level 3 course (19-23 students only)
- Be a parent or the main carer
- Lived in the UK for 3 years or more
- Household income less than £25,000.

Please read the Childcare Leaflet for full details.

## **Welfare Benefits**

### *Job Seekers Allowance (JSA) or Universal Credit (as a job seeker)*

You may be required to provide proof of your college enrolment, or learner agreement to the Job Seekers Plus to confirm details of your study and hours of attendance, this document is available through student administration office.

## **Other Discounts available to you**

### *Council Tax Student Certificate –*

You may be eligible for a council tax student certificate as a FULL time student, which may mean you receive a discount or exemption on your Council Tax Bill

### *NHS Low Income Certificate-*

As a 19+ student you may have to pay for NHS Health costs such as prescription charges. If you have a low income, you may be eligible to receive financial help through the NHS Low Income Scheme.

To apply for an HC2 certificate, complete form HC1, which is available from Jobcentre Plus offices or most NHS hospitals. You might also be able to get an HC1 form from your doctor, dentist or optician.

You can also get an HC1 form by calling 0300 123 0849.

You qualify for a full help HC2 certificate (which includes free NHS prescriptions) if your income is less than or equal to your requirements, or your income is greater than your requirements by no more than half the current English prescription charge.

You qualify for a limited help HC3 certificate if your income is greater than your requirements by more than half the current English prescription charge.

The HC3 certificate shows how much you have to pay towards your health costs. Certificates are usually valid for between 6 months and 5 years, depending on your circumstance

<https://www.nhs.uk/using-the-nhs/help-with-health-costs/get-help-with-prescription-costs/>

## Working whilst Studying

Many students do work when studying but there are dangers of part time work impacting of your study and full potential.

Here are some guidelines which may help you decide the level of work commitments you can fulfil.

- |              |  |
|--------------|--|
| 0-11 Hours   | - No conflict with your study.   |
| 12- 15 Hours | -Your final grade may be affected.                                     |
| 15+ Hours    | - The balance of work/study is unhealthy, your grades may be affected. |