

# THE CORNWALL COLLEGE GROUP

## FURTHER EDUCATION (FE) BURSARY SCHEME 2025-2026 POLICY

### Purpose

The purpose of this policy is to establish the principles by which financial support will be distributed for the following funds.

- 16-18 (19-25 with an Education & Health Care Plan) FE (Further Education) Bursary Fund
- Care 2 Learn
- Free College Meals
- 16-18 Bursary PLUS
- 19+ Adult Skills Fund Bursary (DfE)
- 19+ Advanced Learner Loan Bursary
- Residential Bursary Fund / Residential Support Fund/ Residential Access Fund
- 20+ Childcare

Financial Support is designed to help those students who face financial hardship to overcome specific barriers to participation so that they can stay in education.

The Cornwall College Group is committed to a fair and transparent policy in respect of the award and the administration of its bursaries.

Applicants to The Cornwall College Group bursaries will receive a response within 21 days of application.

The Cornwall College Group reviews its bursary scheme annually. Bursaries are liable to change, year on year, in line with government funding changes. Please see Appendix A for specific annual figures.

### Eligibility:

#### **16-18 (19-25 with an Education & Health Care Plan) FE (Further Education) Bursary to support with Travel Costs, Childcare (Care to Learn), Free College Meals and Hardship.**

This fund is discretionary and therefore is allocated in accordance with funding guidance and criteria set by The Cornwall College Group.

Students applying for this fund must meet the following criteria:

- Be aged 16 or over and under 19 on 31<sup>st</sup> August in the academic year in which they start their programme of study, or aged 19 or over if they are continuing a study programme, they began aged 16-18 (19+ continuers) or have an Education and Health Care Plan.

#### **16-19 Bursary PLUS Fund**

Students who meet one of the 4 criteria below (plus the above criteria for age and residency, this excludes anyone over the age of 19 on 31<sup>st</sup> August in the academic year in which they start their programme).

Applicants will be assessed to determine individual need and can be awarded **up to £1200** per year in support (only if on a study programme of 30 weeks or more; a pro rata amount is paid to student on a study programme of less than 30 weeks).

The defined PLUS groups of students are:

- In Care. This will include unaccompanied Asylum Seekers
- Care Leavers (previously looked after young people)

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- Receiving Income Support or Universal Credits because they are financially supporting themselves independently or financially supporting themselves and living independently with a dependant (such as a child)
- Receiving Disability Living Allowance or Personal Independence Payments as well as Employment and Support Allowance or Universal Credits in their own right.

## **19+ Adult Skills Fund Bursary**

Students applying for this fund must meet the following criteria:

- 19 or over on 31st August in the academic year in which they start their programme of study.
- Studying a course funded by the Department for Education (DfE).

## **19+ Advanced Learner Loan Bursary**

Students applying for this fund must meet the following criteria:

- 19 or over on 31st August in the academic year in which they start their programme of study.
- Studying a course funded by the Department for Education (DfE).
- Have received approval on their Advanced Learner Loan.

## **Evidence of Need:**

The Cornwall College Group will obtain evidence in line with Government guidance, that a student meets the eligibility criteria and will assess the individual student's need for financial support. There is the possibility of no financial support being awarded, if there are no identified needs.

## **Administration of the Funds:**

All funds are allocated in accordance with the Department for Education (DfE) guidance and are subject to the College's governance and audit rules.

In line with national guidance, the College may use up to 5% of the Bursary fund allocation on administrative costs.

All students wishing to apply for financial support should complete the online application form via the PayMyStudent portal and provide relevant evidence and information.

Financial support applications are assessed individually using the eligibility criteria, government guidance and relevant evidence. Please be aware that all applications and evidence submitted are treated confidentially.

Financial support awards for the following awards are dependent on funding the College receives. Early application is advisable, as funds are limited, and financial support may not be offered in all circumstances. The College has the right to close the application process due to insufficient funds.

- 16-18 (19-25 with an Education & Health Care Plan) Bursary Fund
- Care 2 Learn (within 16 – 18 Bursary)
- Free College Meals
- 16-18 Bursary PLUS Fund
- 19+ Adult Skills Fund Bursary
- 19+ Advanced Learner Loan Bursary
- Residential Bursary
- 20+ Childcare

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Receipt of financial support awards is conditional on students' adherence to the Student Learning Agreement and Student Code of Conduct. Failure to meet the conditions of 70% attendance, behaviour and punctuality could result in the award being withdrawn. The Cornwall College Group reserves the right to withdraw funding at any point.

## Appeals and Complaints:

If a student wishes to appeal against any decision relating to financial support, then the appeals procedure below should be followed:

- Applicants wishing to appeal should contact the Student Bursary Team within 10 working days of the outcome notification.
- A response will be provided within 10 working days of receiving your completed appeal.
- Appeals will only be considered where there is evidence that a procedural irregularity has occurred in processing an application. Appeals against the content of the published Financial Support Guide itself cannot be accepted.

If a student wishes to make a complaint relating to financial support, The Cornwall College Group Complaints procedure should be followed.

## Associated Documents

Education Act 2011 Equality Act 2010  
Department of Education Regulations  
Education Reform Act 1988  
16-19 Bursary Fund Guidance  
Free Meals in Further Education Guidance  
Advanced Learner Loans Guidance  
ASF Support Fund Guidance

## Monitoring, Review and Evaluation

This policy will be reviewed every year to comply with changes to the Government guidance.

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## APPENDIX A

### 16-18 (19-25 with an Education & Health Care Plan) FE (Further Education) Bursary Fund

For Household Income under £50,000 per annum

#### Travel Support

Cost may vary depending on transport provider. To qualify for a bursary funded bus pass you must live more than 3 miles from your chosen campus.

#### **The Cornwall College Subsidised Transport Scheme:**

**Band A Bursary:** Households with a combined income of less than £25,000 will be eligible for a fully funded bus pass, with a bursary discount of £1250

**Band B Bursary:** Households with a combined income of £25,001 - £35,000 will pay £125 with a bursary discount of £1,125

**Band C Bursary:** Households with a combined income of £35,001 - £50,000, will pay £650, with a bursary discount of £600

**Band D Subsidised Pass:** Households with a household income above £50,000, will pay £750 with a subsidised discount of £500.

**Band A Bursary:** Households with a combined income of less than £25,000 will be eligible for a fully funded bus pass, with a bursary discount of £674

**Band B Bursary:** Households with a combined income of £25,001 - £35,000 will pay a contribution of £67.40 to The Cornwall College Group, who will pay the Council direct the remaining balance of £606.60

Work Placement Travel Support up to £100. T level students only.

**Free College Meals** if on Universal Credits and earning less than £7,400pa

If not receiving Working Tax Credit, and earnings are below £16,190pa then eligible for Free College Meals to the value of £4.50 per day.

**Financial support towards Equipment, PPE, and Uniform.** Individually assessed based on actual income.

£100 contribution to households with an income below £16,191 and a £50 contribution if household income is between £16,191 - £21,000.

**Care to Learn Childcare: Students who fall into any of the following categories would be eligible for support towards childcare costs:**

- you're a parent under 20 at the start of your course
- you're the main carer for your child
- you live in England
- you're either a British citizen or have a legal right to live and study in England
- your course qualifies
- your childcare provider qualifies

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Full **Residential Bursary** if household income is £47,000 or less and a partial bursary if your household income is between £47,001 - £52,000. This fund is provided to support you with the cost of residential accommodation, whilst studying.

## **16-19 Bursary PLUS Fund**

For In Care/Care Leaver/Independent on Universal Credits/Claiming Employment Support Allowance & Personal Independence Payments or Disability Living Allowance

Fully funded bus pass to the value charged by the provider.

Work Placement Travel Support up to £100. T level students only.

Free College Meals to the value of £4.50 per day, if eligible.

Help with equipment – to include IT devices, PPE, Uniform, Books

Care to Learn Childcare

Residential Bursary

Maximum Allowance available £1200.00

## **19+ Adult Skills Fund**

### **19+ Advanced Learner Loan Fund**

For Personal Income under £32,000 \*

Daily mileage allowance, at 30pence per mile, capped at £120 per month

Equipment. Costs prescribed by curriculum area. To include PPE, Uniform, Books, Equipment, Exam & Registration Fees / DBS Checks

Assistance with Uni Visits, £50 towards travel & £25 towards accommodation – maximum of 3 visits.

Emergency Hardship up to a maximum of £500

Residential Access Fund

Childcare up to a maximum per child of £5000. \*Income eligibility threshold for cohabiting couples is £38,000.