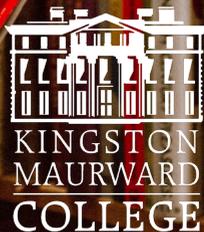
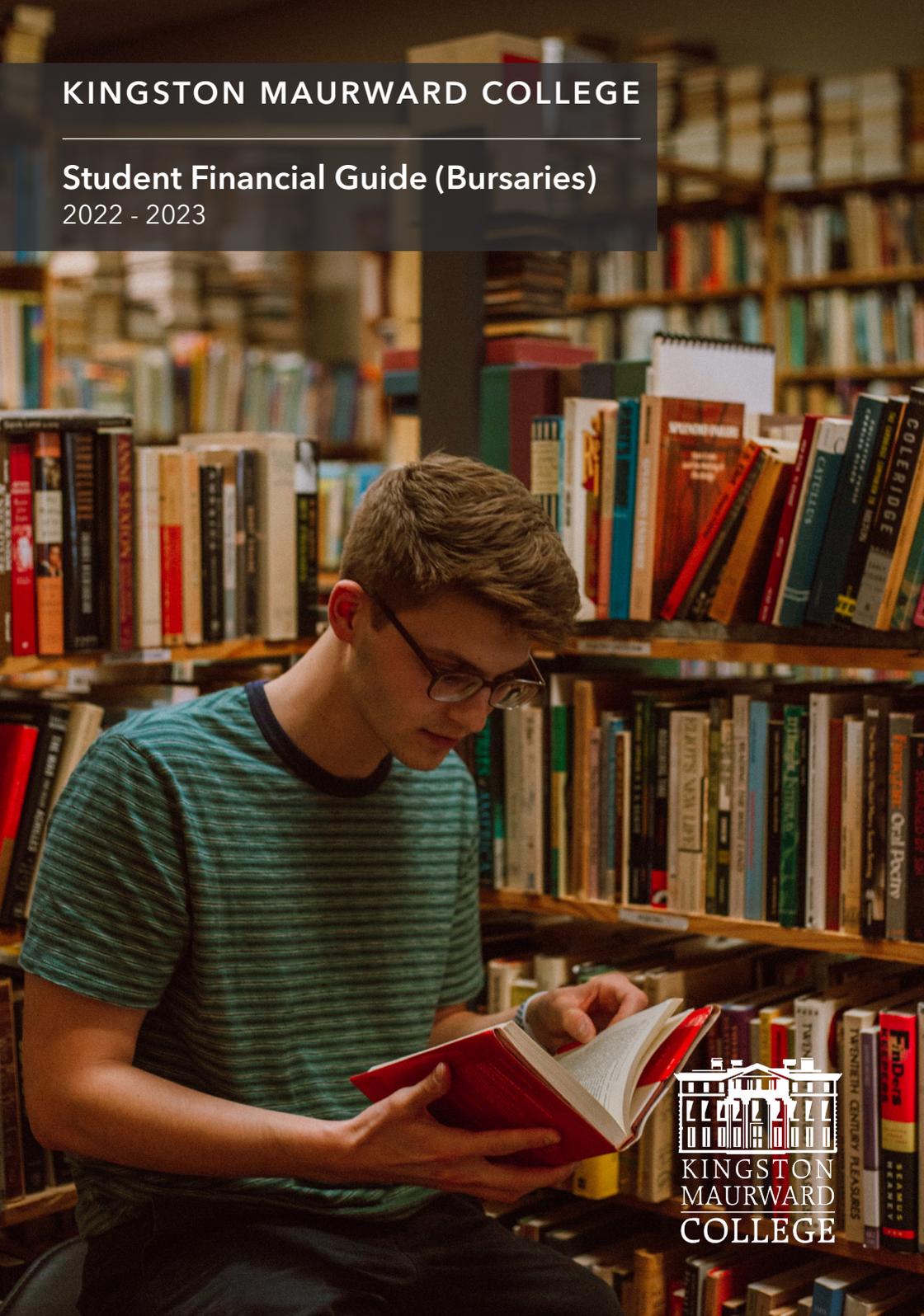


KINGSTON MAURWARD COLLEGE

Student Financial Guide (Bursaries)

2022 - 2023



Introduction

This guide provides information on the Financial Support (bursaries) available which is partly funded by the Government and the College. These are granted based on financial need, to help with associated costs such as clothing, equipment or transport.

Available Bursaries:

If you are eligible and aged between 16-18 by the 31st August you can apply for a:

- Vulnerable Student Bursary
- 16 - 19 Bursary

If you are aged 19 and over by the 31st August you can apply for:

- 19+ learner support

This booklet provides information about the types of bursaries you may apply for. Please take time to read this guide before filling in the application form, as this provides the eligibility criteria required.

Please note: This information does not apply to Apprentices or students at Degree Level.

- The College receives limited funds for bursaries, except for Vulnerable Student Bursaries; once the funds are exhausted, no further bursaries will be issued.
- You are advised to apply for financial help by Monday 11th July.

Eligibility:

To be granted a bursary you must:

- have been a resident in the British Isles or European Union for the last three years or have your passport endorsed to show you have the right to live in the UK
- have a 'settled status' in the UK
- study a Further Education (full-time) course with us

Please note: If you are studying a two year course you will be able to apply for a 16 - 18 bursary for your second year, even if you have reached age 19 at the start of that year.

How do I apply?

Application forms can be downloaded from our website or collected from The Student Administration Office located in the ground floor of the Learning Resources Centre (LRC).

Forms must be completed and submitted by **Monday 11th July**.

When completed, please return to The Student Administration office with the relevant documents listed on the form, please do not submit originals.

Please submit photocopied receipts for uniform purchase etc. by **Monday 7th November 2022**.

What happens next?

Your application will be considered by our Finance Director and you will be informed of the decision via email.

Applications for refunds for essential kit, technology or clothing will require your teacher's half-term report on your attendance and progress. These applications will be reviewed and payments made prior to the end of the calendar year.

If a bursary is awarded, you will receive one offer letter and two copies of the conditions and award acceptance documents. You will be asked to confirm the details you have provided are accurate.

Ensure you sign and date one copy, and return to us, before your bursary award can be confirmed and released. You should keep the other copy.

If your application is refused, you will receive information about why it has been refused, together with information about how you can appeal if you disagree with the decision. To appeal, please write to:

*Finance Director
Kingston Maurward College
Dorchester
Dorset
DT2 8PY*

Vulnerable Student Bursaries

Who can receive this bursary?

Bursaries worth £1,200 are available for students aged 16 to 19 if they are in one of the following vulnerable groups:

(Please note this will be pro-rata if your course is less than 30 weeks per year or it is part-time.)

- You are in, or have recently left, local authority care
- If you're financially supporting yourself and you get Income Support or Universal Credit
- You have a Disability Living Allowance (DLA) in your name and either an Employment and Support Allowance (ESA) or Universal Credit
- You have a Personal Independence Payment (PIP) in your name and either an ESA or Universal Credit

Please note:

Cash payments are not normally issued for this bursary until any course-related assistance has been offered first. This is likely to include College bus or transport plus essential kit and clothing for your course. We can also arrange for College meals and fund any course-related trips.

If you are receiving cash payments, these are calculated weekly, and will be made direct to a bank account in the recipient's name, and are paid in monthly or at the end of each term.

To receive the regular payments, a student must have no unauthorised absences and maintain good conduct and progress on their course.

16 - 19 Bursary

Who can receive this bursary?

You can apply for this bursary if you are aged between 16 and 19 by the 31st August, and attend a full-time College course. Your net household income (after tax etc. deductions, but including certain benefits) is £23,000 per annum or lower.

- If your combined net household income is above £23,000 per annum the Bursary Panel will not be able to help.
- If you are aged under 19 by the 31st August and are still living in the family home or a shared house, you will be required to declare details of parental or other supporting household income.

What is the bursary award for?

This will help cover costs which are incurred as a result of attending your course. These include:

College or service bus transport

The maximum support you are entitled to receive is 90%. Travel costs will be awarded as a subsidy towards the total travel fees charged each term for transport provided by us.

Late applications may not be successful if funds are already exhausted, although some funds will be reserved for students whose courses start later in the College year. Service bus costs can be refunded for eligible students, on presentation of monthly or weekly purchased tickets.

If you have a combined household income of the following you will receive:

- Up to £15,000: 90% awarded
- Between £15,001 - £19,000: 70% awarded
- Between £19,001 - £21,000: 35% awarded
- Between £21,001 - £23,000: 20% awarded
- Over £23,001: No award

Essential Kit and Clothing Bursary

Who can receive this bursary?

This bursary is only available to students with a net household income no higher than £15,000 per annum.

Refunds will be dependent upon the presentation of your receipts and teacher's report on your attendance and progress, by the autumn half term.

Please buy the items yourself, retain the receipts, and we will then issue a refund.

Your teacher provides a list of the essential kit/clothing, with guide prices, for your course.

If you are in Agriculture, Animal Welfare, Horticulture, Construction, Protective Services, or Military Preparation the maximum allocation is £50.

If you are in Outdoor Adventure, Floristry or Equine Studies, you will receive a maximum of £150.

Free Meals

For eligible students, a free meal to the value of £3.50 will be provided by the College each weekday. These will be available when you are scheduled to be at College, including any off-site trips, and work placements within term time.

To receive these, you must be in receipt of, or have parents/carers who have one or more of the following benefits:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you've applied on or after the 1st April 2018 your household income must be less than £7,400 per year. (After tax and not including any additional benefits).

Childcare

If you are aged under 20 years of age and require childcare, please visit www.gov.uk/care-to-learn for more information.

Exclusions

The 16 - 19 Bursary cannot support exam fees, general clothing, College trips, meals or stationery.

Technology

If you are in receipt of a 90% bursary the College will refund the percentage cost of a laptop up to the sum of £450.



19+ Learner Support

There are funds available to those whose studies may be affected by financial hardship.

Please note: cash payments from your bursary will be available in exceptional circumstances. Most bursary awards are in-kind, relate to your course, and do not cover your general living costs.

Who can receive Bursary support?

This support can help those who have household incomes of up to £23,000 per year. If you are aged over 19, living in your family home or a shared household, and are financially supported by another person such as a relative or partner you will be required to declare details of their income.

If you are over 19 and living away from home, or living in a shared household but not as a dependant, you will be assessed as independent.

You must agree to inform the Student Administration Team of any changes to income or financial circumstances during your course.

What does this cover?

This helps to cover costs incurred as a result of attending your course. For students over the age of 19, these could include:

College or service bus transport

The maximum support you are entitled to receive is 90%. Applications should be submitted before Friday 8th July, if starting this September.

If you are starting a course later in the year, you should apply within two weeks of your start date. Travel costs will be awarded as a subsidy towards the total travel fees charged each term for the transport provided by us.

Service bus costs can be refunded, for eligible students, on presentation of monthly or weekly purchased tickets.

Petrol Subsidy

Please speak with The Student Administration Team at the start of your course. The contribution amount of refund per week will be based on your home to College travel distance.

Payments to cover petrol will be issued on a half-termly basis on the presentation of relevant receipts. Please note that your attendance will be checked for weeks when petrol costs are claimed.

Meal Subsidy

A value of £3.50 per meal will be made available for those on the 90% threshold. A small number of students aged between 19 and 25 years old, who are vulnerable are eligible for a free meal in College.

Please speak to The Student Welfare Team at the start of your course.

Childcare

These bursaries are for students aged 20 and over and will be paid directly to the registered childcare provider on receipt of an invoice.

The maximum bursary support is 90%, however, you could also be eligible for an alternative scheme. Please note this covers term time only.

Course Fees

This type of learner support is only available to students with a net household income no higher than £16,000 per annum. For those eligible, a maximum of £500 will be available.

A fee reduction from Learner Support is available to the following:

- Those aged 19 or above on full-time courses due to pay the full course fee
- Those aged 19 or above due to pay fees for courses at Level 3 or below

Please note: For students aged 19 or above on programmes at Level 3 or above (including both full-time and part-time), there is an Advanced Learner Loan available which can be used to pay towards course fees.

There are other government funds available to pay course fees entirely which are not loans. Please speak to The Student Administration Team for more information.

Essential Kit and Clothing

Your teacher may need to confirm that the items you require are essential to your course activity.

Refunds will be dependent upon the presentation of your receipts and teacher's report on your attendance and progress by the autumn half term.

Please buy the items yourself, retain the receipts, and we will then issue a refund.

Your teacher will provide a list of the essential kit/clothing, with guide prices, for your course.

Technology

If you are in receipt of a 90% learner support the College will refund the percentage cost of a laptop up to the sum of £450 College or service bus transport:

The maximum support you are entitled to receive is 90%. Applications should be submitted before Friday 30th July, if starting this September. If you are starting a course later in the year, you should apply within two weeks of your start date.

Travel costs will be awarded as a subsidy towards the total travel fees charged each term for the transport provided by us.

Petrol Subsidy

Please speak with our Bursary Administrator at the start of your course. The contribution amount of refund per week will be based on your home to College travel distance.

Payments to cover petrol will be issued on a half-termly basis on the presentation of relevant receipts. Please note that your attendance will be checked for weeks when petrol costs are claimed.

Further Information

For more information from the government visit gov.uk/1619-bursary-fund

Alternatively, please contact the Student Administration Team on **01305 215215** or email **bursary@kmc.ac.uk**

Please return your completed application forms to:

bursary@kmc.ac.uk

or
The Student Administration Office
Kingston Maurward College
Dorchester
DT2 8PY

Trusts & Charities

We have a separate list of trusts and charities which you can contact to seek other sources of financial help. Please ask us for a copy.

kmc.ac.uk/college
01305 215000
Dorchester
Dorset
DT2 8PY

