

DISCRETIONARY FUNDS

Limited funds are available for assistance with housing costs, additional travel, disability costs, other emergencies, which may arise throughout the College year. Students facing financial difficulties should contact the Student Funding Officer.

BENEFITS

If you are a lone parent receiving income support, child tax credits and housing benefit you are likely to be better off staying on benefits and applying for a bursary to cover travel and course study expenses only.

If you are receiving income support for other reasons or incapacity benefit you may not be allowed to continue benefits while studying full-time. You should seek advice from or discuss your individual circumstances with the Student Funding Officer before discussing your plans with the Benefits Agency.

Unless you are a lone parent or disabled you are not normally entitled to any benefits while studying full-time. The only exception is that students under 19 years on non-advanced courses can apply for housing benefit.

COUNCIL TAX

If you are living by yourself or only with other full-time students you will not be liable for council tax, you should apply for exemption on a form available from the local Council Tax Office. If you live with non-students you may be eligible for a discount of 25% - apply to your local Council Tax Office.

WORKING WHILE STUDYING

Some students need to work part-time while studying. There is no limit on earnings for students on non-advanced courses. If your earnings will be less than £6,475 per year (£124.50 per week) you can ask your employer for a student tax exemption form P38(S).

DEBT

If you have debts before you start college (e.g. bank loans, rent/council tax arrears) you need to carefully consider if you can afford to come to college. It may help you budget if you discuss any concerns with a Debt Counsellor.

FURTHER HELP AND ADVICE

You should contact the Student Funding Officer at the College for advice on student finance. The amount you can expect to receive will depend on your individual circumstances.

USEFUL CONTACTS

Further information can also be found on the College website: www.barony.ac.uk

- CHILD TAX CREDITS
Helpline: 0845 300 3900
www.hmrc.gov.uk/taxcredits
- SCOTTISH EXECUTIVE
www.emascotland.com
- BENEFITS FOR STUDENTS IN SCOTLAND
CPAG On-line Handbook
www.scottishhandbooks.cpag.org.uk
- BUDGETING, DEBT MANAGEMENT & BENEFITS ADVICE
Money Matters
986/988 Govan Road
Glasgow G51 3DU
Tel: 0141 445 5221
www.moneymattersweb.co.uk



INFORMATION FOR NON-ADVANCED STUDENTS

The information given here is for guidance only and is as accurate and up to date as possible. All students are responsible for checking their entitlement to funds with the College based on their individual circumstances.

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APPLYING FOR FUNDING FOR FULL-TIME NON ADVANCED COURSES 2009-10

Please read this through carefully. If you have any questions about any of the information contact the Student Funding Officer – you can call in, phone 01387 860251 or e-mail: drae@barony.ac.uk

FEES

If you are ordinarily resident in Scotland you will not have to pay fees. Other groups including EU students and refugees may also be exempt from fees. Non-Scottish UK students should apply to their local education authority for funding.

HELP WITH LIVING EXPENSES

Students aged between 16 – 18 years old at the start of the course can apply for support through an Educational Maintenance Allowance. The allowance is means tested so the amount you will receive will depend on your household income. Maximum levels are £30 per week.

All students who are 18+ over can apply for support through a college bursary. The amount will depend on your parent's income unless you are over 25 or considered self-supporting or on your spouses/partner's income if you are part of a couple.

Maximum awards for living costs are:

	Living at Home	Living Away From Home
Under 18	EMA	£35.40
Parentally Supported	£70.48	£89.07
Self Supporting	£89.07	£89.07

STUDENTS UNDER STATUTORY SCHOOL LEAVING AGE

Winter leavers who attend college with the permission from the school are not eligible for any maintenance or travel support from the College until January but should fill in an application form at the start of the course to claim support for study expenses.

ACCOMMODATION

All students can apply for support towards the cost of college accommodation through a college bursary. The amount will be means tested on their parental income unless considered self-supporting/over 25 or on spouses/partners income.

Maximum awards for living/rent costs for residing in College Accommodation:

	Personal Allowance	Accommodation Allowance
Under 18	EMA	£105.00
Parentally Supported	£27.58	£105.00
Self Supporting	£27.58	£105.00

HELP WITH TRAVEL AND COURSE EXPENSES

College transport is supplied at no cost for eligible students attending the College. A timetable is enclosed with your joining instructions, which lists the times all buses in the area operate. A Student ID Card is produced for use on the buses and supplied to students when they enrol. Students who live within a 1 mile radius of the bus route are expected to use this transport. Students who do not live within easy access of the bus route will receive help with travel costs.

The level of support for course expenses depends on the course you are doing and is often paid directly to the College department to provide you with materials or protective clothing.

All students under 18 will receive help with travel and course expenses regardless of parent's income. Students who are over 18 are means tested on parental/partner's income unless considered self-supporting.

HELP WITH DEPENDANTS

There are additional allowances for students with adult dependants that are only normally paid if your spouse/partner is not working or where no alternative funding is available. Support for dependant children is paid by HM Revenue & Customs through Child Tax Credits.

HELP WITH CHILDCARE COSTS

All students who are eligible for Bursary/EMA support may also apply for help with childcare costs including after school care, nurseries or child-minding fees.

HELP WITH ADDITIONAL SUPPORT NEEDS

Students who incur additional costs because of their disability can apply for an Additional Support Needs for Learning Allowance. This allowance offers extra help towards travel and study costs, on top of other disability grants and benefits, and is not means-tested.

PAYMENTS

Your funding is paid to you subject to satisfactory attendance and progression. Bursaries are paid monthly direct into a student's bank account. EMA's are paid fortnightly in arrears.

You should refer to your award letter and payment schedule for details.

APPLYING FOR HELP

To apply for funding support you should complete a Bursary/EMA application form available from the Student Funding Officer at the College. This will automatically be issued to you once we receive formal notice of acceptance for a course.

There is a separate application form for childcare costs, which you should complete as soon as your Bursary/EMA has been assessed.