

gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs

- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit

If eligible you will be able to purchase a meal at the main refectories at each college up to the value of £4.82.

CARE TO LEARN

This fund has been set up to give financial support to young mothers and fathers who want to continue their education or training and need help with the cost of childcare. You can apply to Care to Learn if:

- you are under 20 at the start of your course
- you are using a registered childcare provider
- you are enrolled onto a funded course

You could also receive extra help towards your travel costs.

You apply online for Care to Learn support by going to the following website

<https://www.gov.uk/care-to-learn/how-to-claim>

THE RULES

With any kind of funding there are always some rules. They are:

- Funding is available for one academic year. If you are on a two year course or come back next year for another course you will need to make a new application
- Any funding that is agreed will be for your current course only, if you enrol onto a new course you will be required to make a new application
- You need to be enrolled on your course before your funding starts
- You will need to maintain an acceptable attendance level to continue receiving the support throughout the year

Receiving any form of financial support is dependent on you meeting the attendance, punctuality and behaviour expected of you. If you are having any problems then you should speak to your personal tutor straight away.

OUR PART OF THE DEAL

Once we've got your fully completed application we'll let you know the outcome within a maximum of 10 working days. Applications for travel support and meal allowance will be given priority assessment.

We'll also inform you within this time frame if you do not qualify for any additional help.

If you are not happy with your award, the first step is to contact the Student Services team. They will check the award and make sure that you have received everything that you are entitled to and will explain how the application has been assessed.

If you are still unhappy with the award, you should write a letter of appeal to the Student Finance Team Leader. The appeal must be made in within 14 days of the date of the original decision; the Student Finance Team Leader will respond to the appeal within 10 working days.

We have a duty to make sure that the funds are awarded fairly and to the students most in need.

FRAUDULENT CLAIMS

We ask for detailed information and may invite applicants for interview so that we can distribute our funds fairly. If a claim is considered to be fraudulent we will ask for any money awarded to be repaid in full and may take court action.

Matthew Boulton College
Jennens Road, Birmingham B4 7PS

Sutton Coldfield College
Lichfield Road, Sutton Coldfield B74 2NW

James Watt College
Aldridge Road, Great Barr B44 8NE

Stourbridge College
Hagley Road, Stourbridge DY8 1QU

Kidderminster Academy
Piano Building, Weavers Wharf, Kidderminster DY10 1AA

w: www.bmet.ac.uk **e:** ask@bmet.ac.uk
t: 0121 446 4545 (Birmingham)
t: 01384 344 344 (Black Country)

All of the information in this booklet is correct at the time of going to print



FINANCIAL SUPPORT STUDENTS AGED 16-18



SUPPORT FOR STUDENTS AGED 16-18

DISCRETIONARY BURSARY

The government gives the college a fund to help those in financial need with the cost of study.

If you are eligible for the discretionary bursary you may be able to receive the following

- **FREE** travel support
- **FREE** trips & visits contribution
- **FREE** course materials (books, equipment), printing credits
- **FREE** childcare support up to £40 per day
- **FREE** support for UCAS fees & visits to universities
- **FREE** meals
- **FREE** vulnerable bursary worth up to £1,200 per year

ELIGIBILITY FOR BURSARY FUNDING

You will be eligible to apply for this funding if:

- You are 16, 17 or 18 on 31st August 2017 and enrolled onto a funded course.
- You have the right to live in the UK - if you are an asylum seeker or refugee you will need to provide a copy of your Home Office letter or passport.
- You live in a household where your gross annual income for 2016/2017 is £25,000 or less.

Please note if you are enrolled onto an apprenticeship you are not eligible for any bursary support.

The college operates a Travel Support Scheme for Apprentices in conjunction with National Express. Please see your local Student Services team for further details.

Funding is limited and once all funds are allocated no more applications will be accepted.

ADDITIONAL BURSARY SUPPORT (VULNERABLE BURSARY)

The government gives the college some additional funds to support those young people who are identified as being vulnerable. You will be eligible to apply for this additional funding if you are:

- In care or have recently left care
- In receipt of Income Support
- In receipt of both Employment Support Allowance and Disability Living Allowance.

Anyone falling into the above groups will be able to receive an allowance of up to £30 per week in addition to the support listed under the bursary.

BURSARY SUPPORT AVAILABLE

TRAVEL

Travel support is available if you are enrolled onto a full time course, or a part time course attending 2 days and 10 or more hours per week.

Free travel support is available for all 16-18 year olds enrolled on a funded full time course, regardless of income at our following colleges

- James Watt
- Erdington
- Stourbridge
- Art & Design Centre
- Kidderminster Academy
- COSE

If you are enrolled at one of our other colleges you will be eligible for travel if you meet the eligibility criteria for the bursary.

If you are eligible for Travel Support it will be issued to you in the form of West Midlands Travel bus pass or vouchers, or a travel award of the same value for those who live outside of the West Midlands Travel area.

During September students will be issued with a termly pass. Passes in Term 2 and 3 are subject to achieving published attendance criteria.

STOURBRIDGE COLLEGE BUS SERVICE

There is a college bus service available from Bewdley and Kidderminster to Stourbridge College, the Art & Design Centre and the Centre of Sporting Excellence.

For more information, or to apply for a pass, please ask at the Student Services at your college.

STUDY COSTS

You may be able to get a contribution of up to 50% towards your equipment costs if you are eligible for the bursary, so if you have additional kit or equipment to buy for your course then you might be able to get help with the cost, you will just need to provide receipts for what you have purchased and if eligible you will

be refunded up to 50% of the cost. Support cannot be provided for any hardware equipment, for example, laptops, tablets, Macs, cameras, sewing machines etc. Please speak to the Student Services department before making a purchase to confirm that a 50% refund can be awarded.

UCAS

If you are eligible for the bursary the registration fee for your UCAS application will be refunded back to you once your application has been sent to UCAS.

PRINTING CREDITS

A printing credit award will be uploaded onto your account in terms 2/3 if you meet the requirements for the bursary (including attendance).

TRIPS AND VISITS

You may be able to receive a 50% contribution towards the cost of course related trips and visits, so you will only pay 50% of the cost yourself. This contribution is paid directly to your course department.

MEAL ALLOWANCE

Free meals that have been available in schools are now available in colleges.

We offer a breakfast club at our main colleges from 8am each day.

We offer two meal schemes:

- Free college meals
- Free bursary meals

All bursary eligible learners are provided with a £2.41 meal allowance each day.

Those learners in receipt of one of the following are also eligible for an additional £2.41 per day. Total allowance £4.82 per day.

- 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 guarantee element of State Pension Credit
- Child Tax Credit (provided they are not entitled to Working Tax Credit) and have an annual