

What do I need to bring with me to enrolment?

I am aged 16, 17 or 18 or I am 19 – 24 with an EHCP

We will need to check your identity and eligibility to study in the UK based on your residency in the UK. Please see the table below which confirms the residence documentation you will need to bring to enrolment depending on your residency status you have in the UK.

UK / European Union / Iceland / Liechtenstein / Switzerland / Norway Citizenship	Passport, ID Card or a British birth certificate
Accompanying or joining a parent or spouse / civil partner who has <u>any</u> type of leave	Student's Passport and visa AND Spouse/ Civil Partner/ Parent's Passport or Home Office Letter AND Proof of their relationship
Right of Abode/Indefinite Leave/ Refugee Status/ Humanitarian Protection/ Discretionary Leave/ Exceptional Leave/ Leave Outside The Rules	Student's passport / residence permit / Any other proof of Nationality or Status. Home Office Letter / Solicitors Letter / Certificate of Right of Abode
Asylum Seeker	ARC card AND Home Office Letter or Solicitors Letter or Social Services Letter confirming current status (dated within last 1 month)

We have to make sure you are enrolled on the correct course, so bring your GCSE certificates or your results slips and any higher qualifications you have achieved, your English and Maths GCSE certificates / results are especially important as you will be required to continue studying English and Maths if you cannot show us evidence that you have a Grade A* - C or 9 – 4 at GCSE.

Please bring your National Insurance Number (if you have one).

Bursaries & free school meals

You may be able to apply for a **16 – 18 Bursary** which are designed to help those who face financial hardship. Payments can be used to meet the costs of things like essential course equipment, materials, field trips and travel. The average bursary payment is £30 per week.

16–18 DISCRETIONARY BURSARY & FREE SCHOOL MEALS - is a means tested fund, all members of the household are taken into account. You will need to provide evidence of your household income, this is all wages/benefits paid into your home on a regular basis.

16–18 PRIORITY BURSARY - if you are a young person living in Care, leaving Care, a disabled learner in receipt of ESA & PIP or DLA or receiving Income Support in your own name you may be entitled to receive the Priority bursary.

APPLYING FOR BURSARY IS EASY...

- Attend enrolment with YOUR bank details
- Bring proof of income e.g. payslips, benefit letters, bank statements of Parent/Guardian OR yourself if self-supporting

Payments will not occur until you provide all supporting evidence required and bank details.

Childcare

The Care to Learn scheme can help with childcare costs while you study. You must be aged under 20 at the start of your course. Learners can apply for Care to Learn on

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

What do I need to bring with me to enrolment?

I am aged 19 or over

We will need to check your identity and eligibility to study in the UK based on your residency in the UK. Please see the table below which confirms the residence documentation you will need to bring to enrolment depending on your residency status you have in the UK.

UK / European Union / Iceland / Liechtenstein / Switzerland / Norway Citizenship	Passport, ID Card or a British birth certificate. We may need you to evidence where you have been living for 3 years.
Accompanying or joining a parent or spouse / civil partner who has leave in the UK	Student's Passport and visa AND Spouse/ Civil Partner/ Parent's Passport or Home Office Letter AND Proof of their relationship. You or your family member will need to evidence where you have been living for 3 years.
Refugee, Humanitarian Protection, Discretionary Leave, Indefinite Leave, Settlement, Calais leave to remain, Exceptional Leave, Leave outside of the rules (includes student's spouse or civil partner or child)	Student's passport / residence permit / Any other proof of Nationality or Status. Home Office Letter / Solicitors Letter / Certificate of Right of Abode
Asylum Seeker & Asylum Appellant	SAL document / ARC Card / Home Office Letter / Solicitors letter - MUST BE DATED WITHIN LAST 1 MONTH OR Evidence of receiving local authority support under section 23C or 23CA of the Children Act 1989 or the Care Act 2014 or receiving support under section 4 of the Immigration and Asylum Act 1999- Solicitors letter MUST BE DATED WITHIN LAST 1 MONTH
Non EEA resident with immigration permission to stay in the UK (such as <u>leave to remain/enter</u>)	Passport AND Residence Permit and Copies of all previous visas for the UK to establish 3 years legally in the UK

We have to make sure you are enrolled on the correct course, so bring the certificate / results slip relating to your highest qualification. Also bring any certificates / results slips for any Maths or English qualifications that you have achieved.

Some students who are unemployed or working less than 16 hours a week and in receipt of a means tested state benefit may be entitled to fee remission; this is dependent on individual circumstances and the course you are enrolling on. Bring recent evidence of any benefit you are claiming in your own right and 3 recent wage slips to see if you are eligible.

If you are in any paid employment, but on a low annual income, you may also be eligible for a fee remission. Bring either 3 recent wage slips or your contract of employment as evidence to confirm annual salary.

If you have applied for an Advanced Learning Loan to pay your fees bring any letters you have received from Student Finance with you.

Please also bring the means to pay any fees due with you, if you would like to set up an instalment plan (subject to status) for the remainder of your fees, then you will also need to bring your bank details with you.

Please bring your National Insurance Number (if you have one).

Bursaries

You may be able to apply for an **FE 19+ Bursary** which are designed to help those who face financial hardship. Payments can be used to meet the costs of things like essential course equipment, materials, field trips and travel. The average bursary payment is £20 per week.

Adult learning loan bursary (ALLB) - for Learners studying Level 3 and are in receipt of an Adult Learning Loan

FE 19+ discretionary learner support bursary (DLSF) - is a means tested fund and all members of the household are taken into account. You will need to provide evidence of your household income, this is all wages/benefits paid into your home on a regular basis.

Applying for a bursary is easy...

- Attend enrolment with YOUR bank details
- Bring proof of income e.g. payslips, benefit letters, bank statements of Parent/Guardian OR yourself if self-supporting e.g. payslips, benefit letters, bank statements of Parent/Guardian OR yourself if self-supporting

Payments will not occur until you provide all supporting evidence required and bank details.

Childcare

The Care to Learn scheme can help with childcare costs while you study. You must be aged under 20 at the start of your course. Learners can apply for Care to Learn on <https://www.gov.uk/care-to-learn>

FE 19+ Bursary - Costs for full time childcare will be considered for ONE child per student for the number of days you attend College. Please enquire at enrolment, as spaces are limited.