
Leicester Adult Skills and Learning Service

Learning for: Work | Life | Leisure | Family

www.leicester.gov.uk/adulteducation

Advanced Learning Loan Bursary

The Advanced Learning Loans Bursary Fund is a scheme to support students who have been approved for an Advanced Learning Loan and need further financial support.

Eligibility

- Students must have been approved for an Advanced Learning Loan for the full fees for a Level 3 (or above) course before applying.
- Students with an income below £16,009.50

The loans bursary fund is to provide help to vulnerable and disadvantaged loans learners to overcome barriers which may prevent them from taking part in or continuing in learning.

The loans bursary fund provides for the following:

- learner support funding for financial hardship, childcare and residential support.
- learning support activity for 'in-learning' support, such as support for teaching assistants or reasonable adjustments under the Equality Act 2010.

Assessment is based on each student's needs, their own income, and taking into account the amount of funds available. However, students should note that the Bursary fund is an extremely limited pot of money.

What can Bursary Funding be used for?

The funding is provided to increase access, retention and achievement for learners in exceptional financial circumstances.

- 20+ Childcare (with an Ofsted registered provider)
- Travel, books and equipment
- Support including teaching assistance, learning resources or other necessary adjustments under the Equality Act 2010

The fund **cannot** be used for help with tuition, registration and exam fees.

How do learners apply for Advanced Learning Loans Bursary funds?

- Learners complete and sign the Bursary Funds Application Form indicating the support they are applying for.
- Any Appeals to be addressed to the Learner Services Manager, LAEC, 54 Belvoir Street, Leicester, LE1 6QL.

How do we administrate and distribute Advanced Learning Loans Bursary Funds?

- Reception staff to provide Learner with application form
- Completed application forms with all relevant documentation to be sent to Finance Team, LAEC, 54 Belvoir Street, Leicester, LE1 6QL
- Finance Team will forward requests for Additional Learning Support to Additional Learning Support Co-ordinator, although this should already have been identified on the enrolment form.
- Finance Team write to each learner individually with result of their application. In addition, when approved, Finance Team also contact each Childcare Provider to arrange direct payments.

For further details see:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/804180/Draft_loans_rules_final_version_6_March.docx.pdf