

New College Nottingham



Financial Assistance for Students 2010–11

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Education Maintenance Allowance (EMA)

You could receive a weekly EMA payment for attending college if:

- you are 16–18 years old
- you have a household income of £30,810 or less (see table below for weekly amounts)
- you are studying for 12 guided learning hours or more per week

Please note: you must have a bank account

You can apply for EMA before your course starts. Collect an application pack from any New College Nottingham (**ncn**) EMA desk and apply as soon as possible.

Bring your EMA contract to enrolment. We will register you on our system and your payments should start within four weeks.

Your EMA adviser will give you an *EMA guidelines for students* booklet and this will clearly highlight the rules for attendance, coursework and progress.

You must attend all your classes each week to receive your payment.

Household income (2009/10 tax year)	Weekly payment
Up to £20,817 per year	£30
£20,818–£25,521 per year	£20
£25,522–£30,810 per year	£10
More than £30,811 per year	no entitlement to EMA

Work-based learning students who are in employment are not entitled to EMA.

For more information about EMA please contact the Learner Support Service on 0800 121 8989.

Learner Support Funding may also be available. Please refer to the Learner Support Fund (LSF) section on page 6 for more information.

Adult Learner Grant (ALG)

You could receive a weekly ALG payment for attending college if:

- you are 19 years old or over
- you are studying a full Level 2 or full Level 3 qualification
- you are studying for 12 guided learning hours or more per week
- you are not in receipt of an out-of-work benefit
- you qualify on your/your partner's income (see table below for weekly amounts)

Please note: you must have a bank account

You can apply for ALG before your course starts. Collect an application pack from any **ncn** ALG desk and apply as soon as possible.

Bring your ALG contract to enrolment. We will register you on our system and your payments should start within four weeks.

Your ALG adviser will give you an *ALG guidelines for students* booklet and this will clearly highlight the rules for attendance, coursework and progress.

You must attend all your classes each week to receive your payment.

If you're single

If you're single, how much you receive will depend on your total income for the 2009/10 tax year.

Your income	Weekly payment
Up to £11,810 per year	£30
£11,811–£15,405 per year	£20
£15,406–£19,513 per year	£10
More than £19,514 per year	no entitlement to ALG

If you live with a partner

If you have a live-in partner, how much you receive will depend on your combined total income for the 2009/10 tax year.

Combined income for you and your partner	Weekly payment
Up to £20,817 per year	£30
£20,818–£25,521 per year	£20
£25,522–£30,810 per year	£10
More than £30,811 per year	no entitlement to ALG

For more information about ALG please contact the Learner Support Service on 0800 121 8989.

Learner Support Funding may also be available to help with other costs. Please refer to the LSF section on page 6 for more information.

Childcare funding

Students aged 19 or under

Care to Learn

Childcare funding for all students aged 19 or under is covered by the Care to Learn scheme. Application packs are available from any **ncn** campus reception or by calling the Learner Support Service on 0800 121 8989.

Students aged 20 and over

Childcare element of Working Tax Credit (WTC)

Up to 80% of your childcare costs may be paid by the childcare element of WTC. All WTC claimants must be working at least 16 hours per week. For more information please contact HM Revenues and Customs on 0845 300 3900.

Flexible entitlement (previously known as the nursery grant)

All three and four year olds are currently entitled to free part-time early education of up to 15 hours per week for up to two years before reaching compulsory school age. For more information please ask your childcare provider. You will be expected to use these hours whilst studying at college.

Nottingham Local Authority is also involved in a pilot scheme which entitles two year olds to free part-time education for up to ten hours per week. For more information please ask your childcare provider or local authority.

Learner Support Fund (LSF)

Students who qualify for funding external to the Learner Support Fund will be required to claim their costs from the external source before any contribution will be considered. Students who receive either the childcare element of WTC or the flexible entitlement will only receive an LSF contribution to meet the remaining childcare costs.

Important information

Childcare facilities are available from **ncn** which can be found at, or attached to, most **ncn** campuses. If you wish to be considered for a contribution towards your college-related childcare costs, you must apply to one of these **ncn** nurseries in the first instance. Students must contact the College on 0115 9 100 100 for information on funding eligibility prior to contacting your **ncn** campus nursery. Places are limited.

Financial support for private nursery/childminder costs will only be considered if a place at an attached **ncn** campus nursery is not available. You must supply a waiting list letter from the **ncn** nursery with this application. If you do not enclose a waiting list letter, your childcare application will be placed on hold.

Second year learners are automatically allocated a place at an attached **ncn** campus nursery. If you choose to decline this offer, you may not be eligible for Learner Support funding.

The Learner Support Fund does not consider contributions towards the cost of deposits, registration fees or any up-front costs in the setting up of a childcare place. Any childcare costs not agreed directly by the Student Funding team in writing will be the responsibility of the student.

Learner Support Fund (LSF)

Essential equipment and travel support

All students must be on a **learner responsive course** – please check with the College if you are unsure whether your course qualifies.

EMA/ALG students

Students in receipt of the maximum award (£30 per week) may be eligible for a top-up award for college-related essential equipment costs over £75.

Non-EMA/ALG students

You may be eligible for an award towards college-related essential equipment and travel costs based upon residency status and household income criteria.

Residency status

If your residency status is listed below, you may be eligible for LSF:

- British citizen
- EU/EEA citizen
- Refugee
- Indefinite leave to remain/enter

Household income

Income band	Maximum award
Up to £15,276 per year	100%
£15,277–£17,123 per year	75%
£17,124–£18,970 per year	50%
£18,971–£20,816 per year	25%
More than £20,817 per year	0%

Part-time students

Part-time students will be assessed on the same criteria as above but awarded on a pro rata basis according to their guided learning hours.

More information

If you require any further information please contact the Student Funding team on 0115 916 6243.

Please note: maximum contribution levels apply. All awards are subject to the availability of funds; 90% attendance; adherence to the student code of conduct and the agreed individual learning plan.

Funding external to **ncn**

Educational Grants Advisory Service (EGAS)

The EGAS will search over 1200 charities for educational grants for you, depending on your circumstances.

020 7241 7459 (open 2–4pm, Tuesdays, Wednesdays and Thursdays)

www.family-action.org.uk

The Association of Charity Officers (ACO)

The ACO will point you in the direction of other charities that may be able to offer financial support.

01707 651 777 (open 10am–4pm, Monday to Friday)

www.aco.uk.net

The Prince's Trust

If you are aged between 14 and 25, you can apply for a development award up to a maximum of £500.

0800 842 842 (Nottingham office – 0115 875 9912)

www.princes-trust.org.uk

Access to Learning Fund (ALF)

This funding can help full-time higher education students continue with their studies if they find themselves in unexpected financial hardship. You can apply for the fund at any point during the year and it is usually non-repayable.

Please note that the fund is not available to international or EU students.

For more information or for an application form please contact **ncn**'s HE Welfare and Finance Adviser on 0115 910 4590.

To check on the progress of your application, please contact the Student Funding team on 0115 916 6243.

Useful contacts

Learner Support Service administered schemes

Adult Learner Grant (ALG)

0800 121 8989 www.direct.gov.uk/alg

Education Maintenance Allowance (EMA)

0800 121 8989 www.direct.gov.uk/ema

Care to Learn

0800 121 8989 www.direct.gov.uk/caretolearn

ncn contacts

ncn EMA/ALG team

ncn Basford Hall or **ncn** Hucknall 0115 916 6434

ncn City (Adams) or **ncn** City (Bath Street) 0115 910 4531

ncn Clarendon 0115 953 4261

ncn High Pavement Sixth Form College 0115 912 5530

ncn Student Funding team

0115 916 6243

studentfundingteam2@ncn.ac.uk

ncn nurseries

ncn Basford Hall Cinders 0115 916 6331

Treetops 0115 916 6250

ncn Clarendon Pelham 0115 953 1474

ncn City (Adams) Paper Lace 0115 910 4680

New College Nottingham



Hardship Fund

Emergency financial support is available in order to help you remain on your course. Please call 0115 9 100 100 and ask to speak to Student Services.

0115 9 100 100
www.ncn.ac.uk