

# Learner Bursary Guidance

19+ Advanced Learner Loan Bursary 2024-25



# Overview

## 19+ Advanced Learner Loan Bursary

- To be eligible for help from the 19+ Advanced Learner Loan bursary fund in the 2024 to 2025 academic year, you must be aged 19+ and have a fully approved Advanced Learner Loan.
- If approved before the start of the academic year, Progressors and Returners will be paid the Friday before the start of term and new learners will be paid Friday of the first week or thereafter, once your application has been approved.
- New and returning learners **MUST** be able to fund travel and meals themselves until they are approved for Bursary Support. Where eligible learners will be reimbursed from receipt of their application.

# Contacts

Please direct all queries to  
[Bursary.Support@accesstomusic.ac.uk](mailto:Bursary.Support@accesstomusic.ac.uk) The Inbox is monitored  
by Louise Langton and Jade McEwan as the Bursary Support  
Team. The department is managed by Francesca  
Saunders-Proudlove who is Access Creative College's Head of  
Funding & Compliance

# Bank Accounts

To receive your Bursary payments, you must have your own bank account; this must be a current account (not a savings or Post Office account or similar). If there is a reason as to why you cannot have your own bank account, we will require signed authority confirming your agreement to payments being made to a third party of your choice. If the latter is applicable, please make this known as early as possible.

# Bursary Types

The below Bursary Types can all be applied for if you are eligible for the 19+ Advanced Learner Loan Bursary:

- Meals and travel
- Essential course materials and equipment (as required for your course). Kit Reimbursement required for Access Sport and SGA Academy is to be purchased through your Centre or approved by your tutor beforehand.
- Childcare (aged 20+)
- Trips (as required for your course). If approved your Centre will keep you updated as to what Bursary Support may be available.

Please be advised that students aged 19 or over are not eligible for bursaries for vulnerable groups.

# 19+ Advanced Learner Loans Meals Bursary

**Meals are capped at £4 per day (Only for college days timetabled)**

Criteria for the 19+ Advanced Learner Loans Meals Bursary are as follows:

- We can accept any of the low-income state benefits that are listed here in either your own name, or your Parent/Guardian's name if you live in the same household and they are supporting you financially: <https://www.litrg.org.uk/tax-guides/tax-credits-and-benefits/state-benefits>
- All evidence of state benefit letters apart from Tax Credits must be dated from April 2024 or later.
- Tax Credit letters must be dated from 2023 to 2024.
- We will accept Universal Credit regardless of the Household Income or take home pay provided the evidence is in date.

Free Meal Funding is available for all eligible students for each day the student attends their study programme, where this is appropriate.

# 19+ Advanced Learner Loans Travel Bursary

Criteria for the 19+ Advanced Learner Loans Travel Bursary are as follows:

- Household income (whether through salary or benefits) must be below £40,000.
- We can accept any of the low-income state benefits that are listed here:  
<https://www.litr.org.uk/tax-guides/tax-credits-and-benefits/state-benefits>
- If you are not in receipt of benefits, or are supported by Parents/Guardians financially and they are not in receipt of benefits, then we can accept a P60 or payslips covering the 3 months prior to application.
- All evidence of state benefit letters, apart from Tax Credits, must be dated from April 2024 or later.
- You must provide your exact travel route & company so that we can calculate your travel costs.
- If you travel by train Access Creative College will also reimburse you for the cost of a Rail Card to further reduce your travel costs if you are eligible for the railcard.

**Travel is capped at £2,000 per annum (exceptions to be reviewed individually)**

# Childcare

If you are aged 20 or over as of 31/08/2024 you may be eligible to apply for support towards Childcare costs on the days that you attend College. The below criteria must be met:

- You must be your child's main carer.
- You, or your parents/guardians if you live with them and they are supporting you financially, must be in receipt of one of the below benefits:
  - Income Support (IS)
  - Income-based Job Seekers Allowance (JSA)
  - Income related Employment Support Allowance (ESA)
  - The guarantee element of State Pension Credit.
  - Child or Working Tax Credit
  - Universal Credit
  - Recent P60 or 3 months Payslips confirming Household Income is under £40,000
- The childcare provider that you provide must be Ofsted registered and their registration number provider
- Payment will be made directly to the Childcare provider.

The amount per day will be capped at £75.00. This will be paid in retrospect for the days that you have attended college that month. Both yourself and your childcare provider must confirm your acknowledgement that Access Creative College will only pay for the days that you have attended college (not days timetabled) for the previous month. Any shortfall in terms of cost must be covered by the learner.