

Assessing Financial Entitlement

Higher Education Student Finance in Wales 2015/16 Academic Year

TO LOCAL EDUCATION AUTHORITIES
(For the attention of the Student Support Officer)

March 2015

Dear Colleague

HIGHER EDUCATION STUDENT SUPPORT IN WALES IN 2015/16: ASSESSING FINANCIAL ENTITLEMENT

Attached is the 'Assessing Financial Entitlement' chapter of the consolidated '*Guidance for Student Finance Wales on the administration of Student Support 2015/16*'. It applies to full-time students and those who are treated as full-time students for the purposes of [The Education \(Student Support\) \(Wales\) Regulations 2015](#) (the "Regulations"), giving advice on the rates of loans and grants for tuition fees, loans for living costs, the Welsh Government Learning Grant (formerly the Assembly Learning Grant) and Special Support Grants, broad entitlement to these grants for living costs, and how these loans and grants are income assessed.

This March version has been updated at paragraph 173 to include some examples of evidence which SFW can request in the scenario set out in paragraph 173.

Annex H sets out all the rates of support for the 2015/16 academic year.

The Regulations take effect for the 2015/16 academic year. SFW should make assessments and issue notifications for the 2015/16 academic year under these Regulations.

Regulation and paragraph numbers referred to throughout this guidance are references to regulation and paragraph numbers within the Regulations. Paragraphs containing amended / new text are highlighted in **blue** for ease of reference.

Please note that Financial Memorandum for 15/16 AY has been removed from this guidance and can be found from Student Finance Wales Practitioners Website from the following link:

http://www.studentfinancewales.co.uk/media/91113/welsh-govenment-2015_16-memorandum3.pdf

The guidance deals with four 'systems' of student support: the "new system" student support package introduced in 2006/07, the amended student support packages introduced in 2010/11 for '2010 cohort' students, in 2011/12 for '2011 cohort' students and in 2012/13 for '2012 cohort' students. This guide includes information on:

- **Defining ‘new system’ students who are neither 2010 cohort, 2011 cohort nor 2012 cohort, 2010 cohort students, 2011 cohort students, and 2012 cohort students.**
- **Welsh Government Learning Grant (formerly the Assembly Learning Grant)**
- **The Special Support Grant**
- **Fee support**
- **Assessing contributions for ‘new system’ students who are neither 2010, 2011 nor 2012 cohort, and for 2010 cohort students, 2011 cohort students and 2012 cohort students (including split contributions)**

If you have any questions about this guidance please contact:

Name	E-mail
Higher Education Division	studentfinancedivision@wales.gsi.gov.uk
Welsh Government	

This guidance does not cover every aspect of student support. The full details are contained in the Regulations which are the legal basis of the student support arrangements for the academic year 2015/16. Nothing in this guidance can replace the Regulations and if there is any difference between this guidance and the Regulations, the Regulations prevail.

NB: For the purposes of this guidance a ‘2012 cohort’ student is a new system eligible student who begins the present course on or after 1 September 2012 and will continue to apply to students who begin the present course on or after 1 September 2015. The definition of a ‘2012 cohort’ student in Regulation 2(1) also provides that certain categories of students are not classed as 2012 cohort students.

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Annex H.....Error! Bookmark not defined.
**SUPPORT AVAILABLE UNDER THE EDUCATION (STUDENT
SUPPORT) (WALES) REGULATIONS**

Introduction

1. This chapter explains how an eligible student's entitlement to loans for living costs, grants and loans for tuition fees, and Welsh Government Learning Grant and Special Support Grant are assessed. Since AY 2009/10, prior year financial details are required for new and continuing students i.e. AY 2015/16 applicants will supply household income figures from financial year 2013/14.
2. This chapter should be read in conjunction with the 'Assessing Eligibility' chapter, in particular the previous study section which details how these rules affect the elements of the 2015/16 student support package.
3. Regulations and paragraphs are referred to by their numbers in The Education (Student Support) (Wales) Regulations 2015 (the "Regulations").

Policy

Overview

4. This guidance refers to 'new system' students who are neither 2010, 2011 nor 2012 cohort, '2010 cohort' students, '2011 cohort' and '2012 cohort' students, depending on whether the student started their course of study on or after 1st September 2006 but before 1st September 2010; on or after 1st September 2010 but before 1st September 2011; on or after 1st September 2011 but before 1st September 2012 or on or after 1st September 2012 (see Regulation 2).
5. A 'new system' student who is neither 2010, 2011 nor 2012 cohort is an eligible student who:
 - started the current course on or after 1st September 2006 and before 1st September 2010, is continuing on that course after 31st August 2015 and is not a '2010 cohort' student, '2011 cohort' student, or '2012 cohort' student.
 - started the current course on or after 1st September 2010 and qualifies as a 2010 gap year student. The definition of a 2010 gap year student is set out in Regulation 2(12) – (15) Generally, there are two categories of 2010 gap year student:
 - a. Category 1: Those who received an offer of a deferred place for 2010/11 on or before 1st August 2009 (Regulation 2(13)). In order to qualify as a 2010 cohort student, a student must have taken up a deferred place in 2010/11 on the course for which the student received the offer unless the following apply –
 - i. (i) A student will be considered to be a 2010/11 gap year student if they have taken up their deferred place on *another* course from the one they received the offer for, but only if that course is at the same institution and the institution considers the subject matter of the course to be similar either in whole or in part to the course for which the student received the offer;
 - ii. (ii) If the institution no longer offers the course for which the student received the original offer, the

student will be considered a 2010/11 gap year student if they undertake that course (or a similar course) at another institution;

- iii. Category 2: Those students who received an offer of a deferred place for 2010/11 after having successfully appealed against their A-level results (Regulation 2(15)).

6. 'New system' students who are neither 2010, 2011 nor 2012 cohort in 2015/16 may be entitled to:

- a Welsh Government Learning Grant for living costs of up to £3,000, subject to an income assessment (Regulation 37);
- a Tuition Fee Grant (Regulation 16) of up to a maximum of £2,085 (£1,045 under certain circumstances) payable in respect of attendance on a qualifying designated course provided by a publicly-funded institution in Wales. The grant is payable direct to the institution;
- a loan to cover the fees payable up to a maximum of £3,465, or £3,805 if studying in Northern Ireland (£1,725 or £1,895 if studying in Northern Ireland, in certain circumstances). This is not subject to an income assessment and is repaid on an income contingent basis after the student has left their course;
- a loan for living costs (repaid on an income contingent basis after leaving their course). The amount of loan payable is dependent on the amount of Welsh Government Learning Grant received. For those with household income exceeding £39,778, 25% of the loan is subject to an income assessment;
- other grants for living costs: Disabled Students' Allowances, Grants for Childcare Costs, Adult Dependants' Grant, Parents' Learning Allowance, grants for travel.

7. A '2010 cohort' student is an eligible student who:

- started the current course on or after 1st September 2010 and before 1st September 2011, excluding 2010 gap year students; certain students starting an 'end-on' course on or after 1st September 2010; and certain students who start the present course on or after 1st September 2010 having had their status transferred to that course from a previous course. In general terms a '2010 cohort' student is not a '2012 cohort' student, a '2011 cohort' student or a 'new system' student who is neither '2010, 2011 nor 2012 cohort.

8. '2010 cohort' students in 2015/16 may be entitled to:

- an Welsh Government Learning Grant for living costs of up to £5,161, subject to an income assessment (Regulation 38);
- a loan to cover the fees payable up to a maximum of £3,465, or £3,805 if studying in Northern Ireland (£1,725, or £1,895 if studying in Northern Ireland, in certain circumstances) (Regulation 19). This is not subject to an income assessment and is repaid on an income contingent basis after the student has left the course;
- a loan for living costs (repaid on an income contingent basis after leaving the course). The amount of loan payable is dependent on the amount of Welsh Government Learning Grant received. For those with

household income exceeding £50,753, 25% of the loan is subject to an income assessment;

- other grants for living costs: Disabled Students' Allowances, Grants for Childcare Costs, Adult Dependants' Grant, Parents' Learning Allowance, grants for travel.

9. A '2011 cohort' student is an eligible student who:

- started the current course on or after 1st September 2011 and before 1st September 2012, excluding 2011 gap year students; certain students starting an 'end-on' course on or after 1st September 2011; and certain students who start the present course on or after 1st September 2011 having had their status transferred to that course from a previous course. In general terms a '2011 cohort' student is not a '2012 cohort' student, a '2010 cohort' student or a 'new system' student who is neither 2010, 2011 nor 2012 cohort.

10. '2011 cohort' students in 2015/16 may be entitled to:

- a Welsh Government Learning Grant for living costs of up to £5,780, subject to an income assessment (Regulation 39);
- a loan to cover the fees payable up to a maximum of £3,465, or £3,805 if studying in Northern Ireland (£1,725, or £1,895 if studying in Northern Ireland, in certain circumstances) (Regulation 19) . This is not subject to an income assessment and is repaid on an income contingent basis after the student has left the course;
- a loan for living costs (repaid on an income contingent basis after leaving the course). The amount of loan payable is dependent on the amount of Welsh Government Learning Grant received. For those with household income exceeding £50,488, 25% of the loan is subject to an income assessment;
- other grants for living costs: Disabled Students' Allowances, Grants for Childcare Costs, Adult Dependants' Grant, Parents' Learning Allowance, grants for travel.

11. A '2012 cohort' student is an eligible student who:

- started the current course on or after 1st September 2012. In general terms a '2012 cohort' student is a student who is not a '2011 cohort' student, a '2010 cohort' student or a 'new system' student who is neither 2010, 2011 nor 2012 cohort.

12. '2012 cohort' students in 2015/16 may be entitled to:

- a Welsh Government Learning Grant for living costs of up to £5,161, subject to an income assessment (Regulation 38);
- a loan to cover the fees payable up to a maximum of £3,810 (£1,895 in certain circumstances) (Regulation 21). This is not subject to an income assessment and is repaid on an income contingent basis after the student has left the course;

- a grant to cover tuition fees up to £5,190, (Regulation 16) where the cost of tuition exceeds £3,810. This is not subject to an income assessment and because it is a grant it is not repaid.
- a loan for living costs (repaid on an income contingent basis after leaving the course). The amount of loan payable is dependent on the amount of Welsh Government Learning Grant received. For those with household income exceeding £50,753, 25% of the loan is subject to an income assessment;
- other grants for living costs: Disabled Students' Allowances, Grants for Childcare Costs, Adult Dependants' Grant, Parents' Learning Allowance, grants for travel.

Please refer to Annex 8 of the 2015/16 Assessing Eligibility guidance for a full explanation of each Welsh cohort and general support available.

13. Certain 'new system' students (from all cohort groups) will be eligible for the Special Support Grant (Regulations – 40-43) instead of the Welsh Government Learning Grant.
14. The Special Support Grant was introduced from 2006/07 and is paid instead of the Welsh Government Learning Grant to students who fall into any of the groups of people called 'vulnerable groups' by the Department for Work and Pensions (DWP). Paragraph 46 sets out the groups of students who are potentially eligible for the Special Support Grant (see paragraphs 46-53)
15. The Welsh Government Learning Grant is for basic living costs, which means that it would be taken into account by Jobcentre Plus and local authority Housing Benefit sections when assessing a student's entitlement to income related benefits. If a student was to receive a Welsh Government Learning Grant the student's entitlement to benefits may be reduced. The purpose of the Special Support Grant is to pay certain groups of students, who may be eligible for certain benefits whilst studying, an alternative grant for meeting course-related costs. The Special Support Grant will be disregarded by Jobcentre Plus and local authority Housing Benefit sections when assessing a student's entitlement to income related benefits. This will ensure that a student does not lose the additional support of increased grants by having benefit entitlement reduced.
16. A summary of what may be available in the 2015/16 Student Support Package is set out below:

Relevant Elements of the Student Support Package	'new system' students (not 2010, 2011 or 2012 cohort)	'2010 cohort' students	'2011 cohort' students	'2012 cohort' students
Tuition Fee Grant (Regulation 19) ('new system')	✓	X	X	X

students who are neither 2010, 2011 nor 2012 cohort)				
Fee Loan	✓	✓	✓	✓
Welsh Government Learning Grant or Special Support Grant	✓ (Up to £3,000)	✓ (Up to £5,161)	✓ (Up to £5,780)	✓ (Up to £5,161)
New Tuition Fee Grant (Regulation 20) (2012 cohort only)	X	X	X	✓ (Up to £5,315)

17. Some students (all cohort groups) are entitled to additional grants for living costs - if they are disabled, have dependants or have certain travel costs. Guidance on the Adult Dependants' Grant, Childcare Grant, Parents' Learning Allowance and Grants for Travel is contained in the 'Grants for Dependants' guidance chapter.
18. Full-time distance learning students who started their courses on or after 1st September 2012 are eligible to apply for tuition fee support only (Paragraph 19 below sets out certain exceptions). Full-time distance learning students who started their courses before 1st September 2012 are eligible for part-time Fee Grants and Course Grants (see the 'Grants for Part-time Students' chapter).
19. The majority of students starting or continuing full-time distance learning courses in 2015/16 are not eligible for full-time grants and loans for living and other costs (with the exception of Disabled Students' Allowances). However, students who are undertaking a full-time course by distance learning because they are prevented from attending a full-time course due to their disability can apply for full-time grants and loans for living and other costs (e.g. Welsh Government Learning Grant, Childcare Grant, loan for living costs) for their course. This arrangement will apply to students studying on (i) a full-time course that is being taken by all students as a distance learning course or (ii) a full-time course that normally requires attendance.
20. A full-time student who is a prisoner during any part of the AY will be eligible for maintenance support on a pro-rata daily basis for the time not spent in prison.

In exceptional circumstances, SFW may use their discretion not to apply pro-rating to a student who has spent part of an AY in prison. This should only apply where pro-rating will cause financial hardship to a student and prevent the student from continuing with the course

(Regulations 63(7)-(9) and 66 (9) – (10)). These instances are expected to be very few.

21. A full-time student who begins a course on or after 1 September 2012 and is an eligible prisoner (as defined in Regulation 2(1)) will be eligible for tuition fee support only (a fee loan, and a fee grant where applicable). They will not be eligible for any maintenance support including DSAs. A full-time student prisoner who began a course prior to 1 September 2012 will be eligible for a tuition fee loan only (and tuition fee grant if the student is eligible under the 'new system' (non cohort) arrangements) as well as DSAs for those periods when they are imprisoned. **Annex H** sets out the rates of support available for the 2015/16 academic year.
22. The income used to assess a student's entitlement to support can include the income of members of a student's household. Which members of the household are included depends on whether the student is deemed dependent or independent of their parents (see table below). See also guidance on household income assessment on page 58 onwards of this document.

Dependent / independent	Income to include in the household assessment (<u>always</u> include the income of the student)
Dependent student	Natural / Adoptive parent (s) plus where applicable the parent's: - spouse - civil partner - cohabiting partner of either sex
Independent student	spouse; - civil partner; or - cohabiting partner of either sex - <u>only</u> where the student is aged 25 or over on the relevant date
Single independent student (no partner)	student only

***Transfers**

Where the student has had their eligibility transferred from a previous course to the current course as a result of one or more transfers, they shall be treated as having started their course in the academic year relevant to the first course they transferred from.

NB. Where a student has their eligibility transferred from a previous course which started before 1st September 2012 to the current course, but has switched their mode of study (e.g. from PT to FT, FTDL to FT), and where the switch to mode has taken place on or after 1st September 2012, the student will become eligible for the package of support available to a '2012 cohort' student and not the package of support available to a new entrant in the academic year in which they started the course which they have transferred from. See Change of Circumstances Policy Guidance for further information on transfers.

***'End-on' provision**

Where the student's course is a course taken 'end-on' to another course (see definition below), the student will be treated as having started their

current course at the beginning of the academic year in which they started the previous course. This principle is extended where a second 'end-on' course immediately follows another 'end-on' course.

The definition of an 'end-on' course is set out in Regulation 2(1) and broadly covers:

- a full-time non-ITT first degree course which the student begins to attend immediately following certain full-time HNC, HND or Dip HE courses (disregarding the intervening vacation); or
- a full-time honours degree starting on or after 1st September 2006 which the student begins to attend immediately following certain full-time foundation degree courses (disregarding the intervening vacation);
- an ITT course not exceeding 2 years in length which a student began to attend before 1st September 2006 immediately following certain first degree courses (disregarding the intervening vacation).

NB. From 1st September 2012, where the student switches mode of study, the new course is no longer deemed 'end-on'.

Grants for Living and Other Costs

Welsh Government Learning Grant (formerly Assembly Learning Grant)

23. The means-tested Welsh Government Learning Grant (Regulations 36-39) is generally payable to eligible 'new system' students (all cohort groups) attending:

- a full-time course;
- a sandwich course (but not generally in the sandwich year – see Regulations 24(7) and 24(8));

However, an eligible 'new system' student will not qualify for Welsh Government Learning Grant if:

- the only paragraph of Schedule 1 Part 2 to the Regulations into which the student falls is paragraph 9;
- the student is eligible to apply for an income based healthcare bursary or Scottish Healthcare allowance in the 2015/16 academic year;
- the student qualifies for a Special Support Grant;
- the student does not qualify for a fee loan for the 2015/16 academic year (this does not apply to students who do not qualify for fee support because they are on an Erasmus year). SFW should refer to the 'Assessing eligibility' chapter for guidance on eligibility for fee support (including the rules on previous study).

24. There are no age restrictions in relation to the Welsh Government Learning Grant.

25. "New system" students will be informed of how much Welsh Government Learning Grant they will receive on their Student Financial Entitlement letter. The Welsh Government Learning Grant will be paid with the loan for living costs in three instalments by the SLC.

Welsh Government Learning Grant: '2012 cohort' students

26. The maximum amount of Welsh Government Learning Grant that '2012 cohort' students (including students on full-time ITT courses) can receive for the 2015/16 academic year will be £5,161 (see Regulation 38).
27. The amount of Welsh Government Learning Grant payable will be determined by reference to household income. Household income will be determined from the main income assessment.
28. Where the household income is £18,370 or less the student will be entitled to receive the maximum amount of grant. This will then decrease by £1 for every complete £3.653 above this threshold up to a household income of £26,500. Where the household income exceeds £26,500, the grant entitlement (in this case a reduced amount of £2,936) will decrease by £1 for every complete £4.18 above this threshold up to a household income of £34,000. Where the household income exceeds £34,000, the grant entitlement (in this case a reduced amount of £1,142) will decrease by £1 for every complete £14.67 above this threshold up to a household income of £50,020. Where the household income is £50,020, a minimum grant of £50 will be payable. No Welsh Government Learning Grant will be payable where the household income is more than £50,020.
29. Students who get the Welsh Government Learning Grant may also be eligible for a loan for living costs. In some cases the amount of loan they are entitled to receive will be reduced by £0.50 for every £1 of Welsh Government Learning Grant received up to a maximum of £2,580 (see Regulation 48).

Case Studies: Welsh Government Learning Grant for '2012 cohort' students (including full-time ITT students)

'2012 cohort' Student A – Household Income £20,000		
A	Household Income	£20,000
B	Welsh Government Learning Grant Threshold 1	£18,370
C	Difference A – B	£1,630
D	Divide C by £3.653 and round down to the nearest pound	£446
E	£5,161 minus D = Welsh Government Learning Grant payable	£4,715

'2012 cohort' Student B - Household Income £30,000		
A	Household Income	£30,000
B	Welsh Government Learning Grant Threshold 2	£26,500

C	Difference A-B	£3,500
D	Divide C by £4.18 and round to the nearest pound	£837
E	£2,936 minus £837 = Welsh Government Learning Grant payable	£2,099

'2012 cohort' Student C – Household Income £50,020		
A	Household Income	£50,020
B	Welsh Government Learning Grant Threshold 3	£34,000
C	Difference A – B	£16,020
D	Divide C by £14.67 and round to the nearest pound	£1,092
E	£1,142 minus D = Welsh Government Learning Grant payable	£50 (minimum grant)

'2012 cohort' Student D – Household Income £50,021		
A	Household Income	£50,021
B	Welsh Government Learning Grant payable	Nil

30. **'2012 cohort' ITT students are not classified as Type 1, 2 or 3 ITT students.** As such, the case studies above apply to all full-time '2012 cohort' students, including full-time ITT students. For '2012 cohort' students, full-time ITT courses that lead to a first degree are defined in the Regulations as per all full-time non-ITT courses that lead to a first degree (*no change*). Full-time ITT courses that do *not* lead to a first degree (PGCE courses) are courses of at least one academic year but no more than two academic years in length, where the periods of study in each academic year are at least 300 hours. A week of study can be considered as 30 hours. Paragraph 104 clarifies what qualifies as periods of study.

For support available to part-time ITT students commencing courses in 2015/16, please refer to the guidance chapter specific to Part-Time students when it is issued later in the year.

Welsh Government Learning Grant: '2011 cohort' students

31. The maximum amount of Welsh Government Learning Grant that '2011 cohort' students (including students on full-time ITT courses) can receive for the 2015/16 academic year will be £5,780 (see Regulation 39).

32. The amount of Welsh Government Learning Grant payable will be determined by reference to household income. Household income will be determined from the main income assessment.
33. Where the household income is £18,370 or less the student will be entitled to receive the maximum amount of grant. This will then decrease by £1 for every complete £3.653 above this threshold up to a household income of £26,500. Where the household income exceeds £26,500, the grant entitlement (in this case a reduced amount of £3,555) will decrease by £1 for every complete £4.18 above this threshold up to a household income of £34,000. Where the household income exceeds £34,000, the grant entitlement (in this case a reduced amount of £1,761) will decrease by £1 for every complete £9.36 above this threshold up to a household income of £50,020. Where the household income is £50,020, a minimum grant of £50 will be payable. No Welsh Government Learning Grant will be payable where the household income is more than £50,020.
34. Students who get the Welsh Government Learning Grant may also be eligible for a loan for living costs. In some cases the amount of loan they are entitled to receive will be reduced by £0.50 for every £1 of Welsh Government Learning Grant received up to a maximum of £2,580 (see Regulation 50).

Case Studies: Welsh Government Learning Grant for '2011 cohort' students (including full-time ITT students)

'2011 cohort' Student A – Household Income £20,000		
A	Household Income	£20,000
B	Welsh Government Learning Grant Threshold 1	£18,370
C	Difference A – B	£1,630
D	Divide C by £3.653 and round down to the nearest pound	£446
E	£5,780 minus D = Welsh Government Learning Grant payable	£5,334

'2011 cohort' Student B - Household Income £30,000		
A	Household Income	£30,000
B	Welsh Government Learning Grant Threshold 2	£26,500
C	Difference A – B	£3,500
D	Divide C by £4.18 and round to the nearest pound	£837
E	£3,555 minus D = Welsh Government Learning Grant payable	£2,718

'2011 cohort' Student C – Household Income £50,020		
A	Household Income	£50,020
B	Welsh Government Learning Grant Threshold 3	£34,000
C	Difference A – B	£16,020
D	Divide C by £9.36 and round to the nearest pound	£1,711
E	£1,761 minus D = Welsh Government Learning Grant payable	£50 (minimum grant)

'2011 cohort' Student D – Household Income £50,021		
A	Household Income	£50,021
B	Welsh Government Learning Grant payable	Nil

35. **'2011 cohort' ITT students are not classified as Type 1, 2 or 3 ITT students.** As such, the case studies above apply to all full-time '2011 cohort' students, including full-time ITT students. For '2011 cohort' students, full-time ITT courses that lead to a first degree are defined in the Regulations as per all full-time non-ITT courses that lead to a first degree (*no change*). Full-time ITT courses that do *not* lead to a first degree (PGCE courses) are courses of at least one academic year but no more than two academic years in length, where the periods of study in each academic year are at least 300 hours. A week of study can be considered as 30 hours. Paragraph 104 clarifies what qualifies as periods of study.

For support available to part-time ITT students commencing courses in 2015/16, please refer to the 'Fee and Course Grants for Part-time Students' guidance chapter when issued later in the year.

Welsh Government Learning Grant: '2010 cohort' students

36. The maximum amount of Welsh Government Learning Grant that '2010 cohort' students (including students on full-time ITT courses) can receive for the 2015/16 academic year is £5,161 (see Regulation 38).
37. The amount of Welsh Government Learning Grant payable will be determined by reference to household income. Household income will be determined from the main income assessment.
38. Where the household income is £18,370 or less the student will be entitled to receive the maximum amount of grant. This will then decrease by £1 for every complete £3.653 above this threshold up to a household income of £26,500. Where the household income exceeds £26,500, the grant entitlement (in this case a reduced amount of £2,936) will decrease by £1 for every complete £4.18 above this threshold up to a household income of £34,000. Where the household income exceeds £34,000, the grant entitlement (in this case a reduced amount of £1,142) will decrease by £1

for every complete £14.67 above this threshold up to a household income of £50,020. Where the household income is £50,020, a minimum grant of £50 will be payable. No Welsh Government Learning Grant will be payable where the household income is more than £50,020.

39. Students who get the Welsh Government Learning Grant may also be eligible for a loan for living costs. In some cases the amount of loan they are entitled to receive will be reduced by £0.50 for every £1 of Welsh Government Learning Grant received up to a maximum of £2,580 (see Regulation 48).

Case Studies: Welsh Government Learning Grant for '2010 cohort' students (including full-time ITT students)

'2010 cohort' Student A – Household Income £20,000		
A	Household Income	£20,000
B	Welsh Government Learning Grant Threshold	£18,370
C	Difference A – B	£1,630
D	Divide C by £3.653 and round down to the nearest pound	£446
E	£5,161 minus D = Welsh Government Learning Grant payable	£4,715

'2010 cohort' Student B- Household Income £30,000		
A	Household Income	£30,000
B	Welsh Government Learning Grant Threshold 2	£26,500
C	Difference A – B	£3,500
D	Divide C by £4.18 and round to the nearest pound	£837
E	£2,936 minus D = Welsh Government Learning Grant payable	£2,099

'2010 cohort' Student C – Household Income £50,020		
A	Household Income	£50,020
B	Welsh Government Learning Grant Threshold 3	£34,000
C	Difference A – B	£16,020

D	Divide C by £14.67 and round to the nearest pound	£1,092
E	£1,142 minus D = Welsh Government Learning Grant payable	£50 (minimum grant)

'2010 cohort' Student D – Household Income £50,021		
A	Household Income	£50,021
B	Welsh Government Learning Grant payable	Nil

40. '2010 Cohort' ITT students are not classified as Type 1, 2 or 3 ITT students. From 1st September 2010, new students starting full-time postgraduate or equivalent initial teacher training courses are eligible for the same maintenance support package as new full-time undergraduate students. As such, the case studies above apply to all full-time students, including full-time ITT students. Full-time ITT courses that lead to a first degree are defined in the Regulations as per all full-time non-ITT courses that lead to a first degree (*no change*). Full-time ITT courses that do *not* lead to a first degree (PGCE courses) are courses of at least one academic year but no more than two academic years in length, where the periods of study in each academic year are at least 300 hours. A week of study can be considered as 30 hours. Paragraph 104 clarifies what qualifies as periods of study.

From 1st September 2010, part-time students who commence ITT courses (unless they are 2010 gap year students, Regulation 2(12)-(15)) are eligible for the part-time support package. For support available to part-time ITT students who commenced courses from AY 2010/11, please refer to the guidance chapter specific to Part-Time students, when it is issued later in the year.

Welsh Government Learning Grant: 'new system' students who are neither 2010, 2011, nor 2012)

41. The maximum amount of Welsh Government Learning Grant that 'new system' students who are neither 2010, 2011, nor 2012 cohort can receive for the 2015/16 academic year is £3,000 (see Regulation 37).
42. The amount of Welsh Government Learning Grant payable will be determined by reference to household income. Household income will be determined from the main income assessment.
43. Where the household income is £18,370 or less the student will be entitled to receive the maximum amount of grant. This will then decrease by £1 for every complete £5.674 above this threshold up to a household income of £27,852. Where the household income exceeds £27,852, the grant entitlement (in this case a reduced amount of £1,329) will decrease by £1 for every complete £8.97 above this threshold up to a household income of £39,329. Where the household income is £39,329, a minimum grant of £50 will be payable. No Welsh Government Learning Grant will be payable where the household income is more than £39,329.
44. 'New system' students who are neither 2010, 2011, nor 2012 cohort who get the Welsh Government Learning Grant may also be eligible for a loan for

living costs. In some cases the amount of loan they are entitled to receive will be reduced by a £1 for every £1 of Welsh Government Learning Grant received up to a maximum of £1,329 (see Regulations 46)

Case Studies: Welsh Government Learning Grant (not including type 1, 2 or 3 ITT students - as defined under Regulation 2(1))

'New system' Student A (not 2010, 2011 or 2012 cohort) – Household Income £20,000		
A	Household Income	£20,000
B	Welsh Government Learning Grant Threshold	£18,370
C	Difference A – B	£1,630
D	Divide C by £5.674 and round down to the nearest pound	£287
E	£3,000 minus D = Welsh Government Learning Grant payable	£2,713

'New system' Student B (not 2010, 2011 or 2012 cohort) - Household Income £30,000		
A	Household Income	£30,000
B	Welsh Government Learning Grant Threshold 1	£27,852
C	Difference A – B	£2,148
D	Divide C by £8.97 and round to the nearest pound	£239
E	£1,329 minus D = Welsh Government Learning Grant payable	£1,090

'New system' Student C (not 2010, 2011 or 2012 cohort) – Household Income £39,329		
A	Household Income	£39,329
B	Welsh Government Learning Grant Threshold 2	£27,852
C	Difference A – B	£11,477
D	Divide C by £8.97 and round to the	£1,279

	nearest pound	
E	£1,329 minus D = Welsh Government Learning Grant payable	£50 (minimum grant)

'New system' Student D (not 2010, 2011 or 2012 cohort) – Household Income £39,330		
A	Household Income	£39,330
B	Welsh Government Learning Grant payable	Nil

45. Case Studies for type 1, 2 and 3 ITT students are covered in the section on ITT Students on page 17.

Special Support Grant: ('2012 cohort' students, '2011 cohort', '2010 cohort' students and 'new system' students who are neither 2012, 2011 nor 2010 cohort)

46. A student will be potentially eligible for Special Support Grant (Regulation 40) if they are a 'new system' student (generally for all cohorts) and during the relevant academic year they either:
- (a) fall within one of the categories of people prescribed for the purposes of section 124(1)(e) of the Social Security Contributions and Benefits Act 1992 in Regulation 4ZA of the Income Support (General) Regulations 1987 (SI 1987/1967); or
 - (b) are treated as being liable to make payments in respect of a dwelling prescribed for the purposes of section 130(2) of the Social Security Contributions and Benefits Act 1992 in Regulation 56 of the Housing Benefit Regulations 2006 (SI 2006/213) or [in Regulation 25\(3\) of the Universal Credit Regulations 2013 \(SI 2013/376\)](#).

The categories of students who are potentially eligible for the Special Support Grant are set out below. It is likely that some of these categories will only rarely apply to higher education students, but cannot be ruled out altogether:

- a) The student is a lone parent who is responsible for a child or a young person aged under 20 who is a member of the student's household, and who is in full-time education.
- b) The student is a lone foster parent of a child or young person aged under 20.
- c) The student has a partner who is also a full-time student and one or both of them are responsible for a child or young person aged under 20 who is in full-time non-advanced education.
- d) The student has been treated as incapable of work for a continuous period of at least 28 weeks (two or more periods of

incapacity separated by a break of no more than 8 weeks count as one continuous period).

- e) The student is deaf and qualifies for Disabled Students' Allowances.
- f) The student is waiting to go back to a course having taken approved time out because of an illness or caring responsibility that has now come to an end for a period not exceeding one year.
- g) The student is aged 60 or over.
- h) The student is entitled to Personal Independence Payment, Armed Forces Independence Payment or Disability Living Allowance.

In addition, a student qualifies for Special Support Grant if:

- The student is entitled to housing benefit or the housing element of Universal Credit.
- The student has a disability and qualifies for income related Employment Support Allowance.

There are no age restrictions on the availability of the Special Support Grant.

47. However, a 'new system' student will not qualify for a Special Support Grant if:

- the only paragraph of Schedule 1 into which the student falls is paragraph 9 (i.e. an EC national or family member of such a national entitled only to fee support);
- the student is eligible to apply for an income based healthcare bursary or Scottish healthcare allowance in the 2015/16 academic year;
- the student is a 'new system' student who is neither 2010, 2011, nor 2012 cohort and is on an ITT course where the periods of full-time attendance (including attendance for the purposes of teaching practice) are in aggregate less than 6 weeks;
- the student is on a sandwich course and the periods of full-time study are in aggregate less than 10 weeks (this does not apply if the periods of work experience constitute periods of unpaid service);
- the student does not qualify for a fee loan for the 2015/16 academic year (this does not apply if the student does not qualify for such a loan because they are on a flexible postgraduate ITT course that started before September 2008 or a student who remains eligible for an Erasmus fee waiver). SFW should refer to the 'Assessing Eligibility' and 'Erasmus' chapters for guidance on eligibility for fee support (including previous study rules).

48. A student does not have to satisfy any of the DWP eligibility criteria that determine whether a person will actually receive Income Support or Housing Benefit. Whether a student would actually qualify for Income Support or Housing Benefit is irrelevant to whether he/she can claim Special Support Grant, it does not matter if a student would be precluded from claiming either benefit because the student has, for example, a large amount of capital. A student does not need to have applied for Income Support or Housing Benefit in order to be eligible for the Special Support Grant. What matters for Special Support Grant purposes is that the student falls within one or more of the categories of people as set out in paragraph 31.
49. For example, one of the prescribed categories of person for the purposes of the Income Support (General) Regulations 1987 (as amended) is a lone parent who is responsible for a child who is a member of the student's household and is in full time non-advanced education. Such a student would be eligible for Special Support Grant even if the student did not in fact qualify for Income Support, had never applied for it or was not in receipt of it for the whole year.
50. It should also be noted that not falling within one of the categories prescribed in the Income Support Regulations does not preclude the student falling within one of the categories prescribed in the Housing Benefit Regulations or the Universal Credit Regulations and vice versa.
51. Where a student's circumstances change part way through the academic year and consequently falls within one of the categories of people set out in paragraph 31 the student may be awarded Special Support Grant in respect of the whole of that year. Take for example a student who splits up with their partner part way through the year and becomes a lone parent within the meaning of paragraph 31. In this situation Special Support Grant may be awarded in respect of the whole of that academic year, subject of course to income assessment. The student does not need to have actually received, applied for or be eligible for Income Support, Housing Benefit or Universal Credit.
52. If the student was already receiving Welsh Government Learning Grant, this would need to be reassessed and Special Support Grant awarded in its place. Any loan substitution that has taken place would also need to be reassessed and the student invited to apply for the additional amount of loan if they wish to do so.
53. Any 'new system' student who qualifies for the Special Support Grant will not qualify for the Welsh Government Learning Grant. The Special Support Grant uses the same tapers and thresholds as the Welsh Government Learning Grant. However, students in receipt of the Special Support Grant

Case Studies: '2012 cohort' students who are eligible for Special Support Grant (including full-time ITT students)

'2012 cohort' Student A – Household Income £20,000		
A	Household Income	£20,000
B	Special Support Grant Threshold 1	£18,370
C	Difference A – B	£1,630
D	Divide by £3.653 and round down to	£446

	the nearest pound	
E	£5,161 minus D = Special Support Grant payable	£4,715

'2012 cohort' Student B – Household Income £30,000		
A	Household Income	£30,000
B	Special Support Grant Threshold 2	£26,500
C	Difference A – B	£3,500
D	Divide C by £4.18 and round down to the nearest pound	£837
E	£2,936 minus D = Special Support Grant payable	£2,099

'2012 cohort' Student C – Household Income £50,020		
A	Household Income	£50,020
B	Special Support Grant Threshold 3	£34,000
C	Difference A – B	£16,020
D	Divide C by £14.67 and round down to the nearest pound	£1,092
E	£1,142 minus D = Special Support Grant Payable	£50 (minimum grant)

'2012 cohort' Student D – Household Income £50,021		
A	Household Income	£50,021
B	Special Support Grant payable	Nil

Case Studies: '2011 cohort' students who are eligible for Special Support Grant (including full-time ITT students)

'2011 cohort' Student A – Household Income £20,000		
A	Household Income	£20,000
B	Special Support Grant Threshold 1	£18,370
C	Difference A – B	£1,630
D	Divide by £3.653 and round down to	£446

	the nearest pound	
E	£5,780 minus D = Special Support Grant payable	£5,334

'2011 cohort' Student B – Household Income £30,000		
A	Household Income	£30,000
B	Special Support Grant Threshold 2	£26,500
C	Difference A – B	£3,500
D	Divide C by £4.18 and round down to the nearest pound	£837
E	£3,555 minus D = Special Support Grant payable	£2,718

'2011 cohort' Student C – Household Income £50,020		
A	Household Income	£50,020
B	Special Support Grant Threshold 3	£34,000
C	Difference A – B	£16,020
D	Divide C by £9.36 and round down to the nearest pound	£1,711
E	£1,761 minus D = Special Support Grant Payable	£50 (minimum grant)

'2011 cohort' Student D – Household Income £50,021		
A	Household Income	£50,021
B	Special Support Grant payable	Nil

Case Studies: '2010 cohort' students who are eligible for Special Support Grant (including full-time ITT students)

'2010 cohort' Student A – Household Income £20,000		
A	Household Income	£20,000
B	Special Support Grant Threshold 1	£18,370
C	Difference A – B	£1,630
D	Divide by £3.653 and round down to	£446

	the nearest pound	
E	£5,161 minus D = Special Support Grant payable	£4,715

'2010 cohort' Student B – Household Income £30,000		
A	Household Income	£30,000
B	Special Support Grant Threshold 2	£26,500
C	Difference A – B	£3,500
D	Divide C by £4.18 and round down to the nearest pound	£837
E	£2,936 minus D = Special Support Grant payable	£2,099

'2010 cohort' Student C – Household Income £50,020		
A	Household Income	£50,020
B	Special Support Grant Threshold 3	£34,000
C	Difference A – B	£16,020
D	Divide C by £14.67 and round to the nearest pound	£1,092
E	£1,142 minus D = Special Support Grant payable	£50 (minimum grant)

'2010 cohort' Student D – Household Income £50,021		
A	Household Income	£50,021
B	Special Support Grant payable	Nil

Case Studies: Special Support Grant for 'new system' students who are neither 2010, 2011 nor 2012 cohort (not including type 1, 2 or 3 ITT students)

'New system' Student A (not 2010, 2011 or 2012 cohort) – Household Income £20,000		
A	Household Income	£20,000
B	Special Support Grant Threshold 1	£18,370
C	Difference A – B	£1,630

D	Divide by £5.674 and round down to the nearest pound	£288
E	£3,000 minus D = Special Support Grant payable	£2,713

'New system' Student B (not 2010, 2011 or 2012 cohort) – Household Income £30,000

A	Household Income	£30,000
B	Special Support Grant Threshold 2	£27,852
C	Difference A – B	£2,148
D	Divide C by £8.97 and round down to the nearest pound	£239
E	£1,329 minus D = Special Support Grant payable	£1,090

'New system' Student C (not 2010, 2011 or 2012 cohort) – Household Income £39,329

A	Household Income	£39,329
B	Special Support Grant Threshold 2	£27,852
C	Difference A – B	£11,477
D	Divide C by £8.97 and round to the nearest pound	£1,279
E	£1,329 minus D = Special Support Grant payable	£50 (minimum grant)

'New system' Student D (not 2010, 2011 or 2012 cohort) – Household Income £39,330

A	Household Income	£39,330
B	Special Support Grant payable	Nil

Travel Grant (regulations 33-35)

54. For 2015/16, Travel Grant payable under regulation 34 in respect of expenditure incurred on travel expenses **during that academic year** is equivalent to the amount remaining after the first **£303** of that expenditure has been disregarded and subject to income assessment.
55. Some students claiming the Travel Grant may undertake their journey by car. For the purpose of deciding the cost of the journey by car, it is recommended that SFW calculate the cost of the journey at the rate of **24p per mile**. This rate is based on the mid point range of AA motoring costs and includes an

amount for wear and tear on the car. Some continuing students using their own car for travel may already be receiving a Travel Grant based on a higher mileage rate. In such cases, it is recommended that SFW pay that rate until the end of the course.

56. SFW have discretion to pay the grant in advance of the student incurring the expenditure. Information on processing Travel Grants on the single system can be found in the LA portal user guide, Section 16. SFW are required to manually calculate the amount of travel a student is entitled to claim for reimbursement and enter this in the appropriate field on the Assessment Summary Screen. The system then applies the disregard to arrive at the amount to be paid.

Students attending courses in medicine and dentistry

57. Students attending courses in medicine and dentistry who are not eligible for means-tested bursaries or awards from the Department of Health are entitled to a grant to meet the costs of travel associated with their clinical training, where they have to attend at a hospital or other premises in the UK. This does not cover any attendance involving residential study.

Students attending an overseas institution

58. Students attending an overseas institution as part of their UK course during a qualifying quarter (whether obligatory or optional) are eligible for the grant to meet the costs of travel within and outside the UK for the purpose of attending the overseas institution, including necessary daily travel costs while abroad. A qualifying quarter is an academic quarter during which the student attends the overseas institution for at least 50% of that quarter. It would be reasonable to allow for three return journeys between the UK and the overseas institution during the academic year in such cases.
59. SFW should take account of the aggregate amount of eligible travel expenditure which a student is obliged to incur in order to attend the course, excluding any expenditure in respect of which a grant is payable under Regulation 25. In this respect SFW should satisfy themselves that the method and class of travel are appropriate and that all costs are reasonably and necessarily incurred.
60. There may be cases where single parents who are on courses that involve study overseas have to take their child (or children) abroad with them. In such cases, the cost of the child's/children's fare from the UK to the overseas country may also be covered by the Travel Grant for up to three return journeys during the academic year.
61. Students attending an overseas institution as part of their course for at least 50% of any academic quarter may need to insure themselves against liability for the costs of medical treatment provided outside the United Kingdom. Regulation 34(3) (a) provides that such students shall be eligible for additional Travel Grant equal to the amount incurred. This expenditure is NOT subject to the £303 disregard. For example, if a student claimed grant on a total expenditure of £320, comprising travel costs of £250 and medical insurance costs of £70, he/she would be eligible for a grant of £70. The £53 balance from the £303 disregard should not be used to reduce the grant for the medical insurance costs. SFW should satisfy themselves that the costs incurred for insurance are reasonable.
62. Such students may also have to meet the costs of items such as visas and medical costs (Regulation 34(3), (b) &(c)). Where these are a mandatory condition of entry into the host country, they are legitimate costs incurred in

order to attend the course and they can also attract grant. The amount payable in respect of insurance, visa and medical expenses should be entered in the appropriate field on the Assessment Summary Screen.

Students attending the University of London Institute in Paris

63. Students attending the University of London Institute in Paris (formerly known as the British Institute in Paris) are eligible for Travel Grant as if they were attending an overseas institution.

Case Studies: Travel Grant

Student A

Student A is attending an overseas institution for the first 9 weeks of the first academic quarter (01/09/15 - 31/12/15). The first academic quarter is 17 weeks and 2 days in length. Student A is therefore attending the overseas institution for more than 50% of the quarter. Student A is eligible for a Travel Grant in respect of travel expenses which is subject to a £303 disregard.

Student B

Student B is attending an overseas institution in the first academic quarter (01/09/15 - 31/12/15). The first academic quarter is 17 weeks and 2 days in length. Student B attends the first 4 weeks overseas, the next 2 weeks in the UK and the following 5 weeks overseas. Student B is therefore attending the overseas institution for 9 weeks in total - more than 50% of the quarter. Student B is eligible for a Travel Grant in respect of travel expenses which is subject to a £303 disregard.

Student C

Student C is attending an overseas institution for the first 7 weeks of the first academic quarter (01/09/15 - 31/12/15). The first academic quarter is 17 weeks and 2 days in length. Student C is not eligible for a Travel Grant in respect of travel expenses as the student is not attending the overseas institution for 50% or more of the academic quarter.

Student D

Student D is attending an overseas institution for the first 8 weeks of the first academic quarter (01/09/15 - 31/12/15) and the first 7 weeks of the second academic quarter (01/01/16 - 31/03/16). The first academic quarter is 17 weeks and 2 days in length and the second academic quarter is 12 weeks and 6 days in length. Student D is not eligible for a Travel Grant in respect of travel expenses for the first academic quarter because the student is not attending the overseas institution for 50% or more of the first quarter. However, the student is eligible for a Travel Grant in respect of travel expenses for the second academic quarter (subject to a £303 disregard) because the student is attending the overseas institution for more than 50% of the second academic quarter.

Student E

Student E is attending an overseas institution for the last 5 weeks of the first academic quarter (01/09/15 - 31/12/15) and the first 5 weeks of the second academic quarter (01/01/16 - 31/03/16). The first academic quarter is 17 weeks and 2 days in length and the second academic quarter is 12 weeks and 6 days in length. Student E is not eligible for a Travel Grant in respect of travel expenses for either the first academic quarter or the second academic quarter, as the student is not attending the overseas institution in either quarter for 50% or more of the respective quarter.

Student F

Student F is attending an overseas institution for the first 8 weeks of the first academic quarter (01/09/15 - 31/12/15) and the first 6 weeks and 3 days of the second academic quarter (01/01/16 - 31/03/16). The first academic quarter is 17 weeks and 2 days in length and the second academic quarter is 12 weeks and 6 days in length. Student F is not eligible for a Travel Grant in respect of travel expenses for the first academic quarter because the student is not attending the overseas institution for 50% or more of the first quarter. However, the student is eligible for a Travel Grant in respect of travel expenses for the second academic quarter (subject to a £303 disregard) because the student is attending the overseas institution for 50% of the second quarter.

Student G

Student G is attending an overseas institution for the first 10 weeks of the first academic quarter (01/09/15 - 31/12/15) and the first 10 weeks of the second academic quarter (01/01/16 - 31/03/16). The first academic quarter is 17 weeks and 2 days in length and the second academic quarter is 12 weeks and 6 days in length. Student G is eligible for a Travel Grant in respect of travel expenses for both academic quarters because the student is attending the overseas institution for more than 50% of the respective quarters. The Travel Grant award in respect of travel expenses will be subject to a single disregard of £303 for the academic year.

Student H

Student H is attending the University of London Institute in Paris for the last 10 weeks of the first academic quarter (01/09/15 - 31/12/15) and the first 3 weeks of the second academic quarter (01/01/16 - 31/03/16). The first academic quarter is 17 weeks and 2 days in length and the second academic quarter is 12 weeks and 6 days in length. Student H is eligible for a Travel Grant in respect of travel expenses for the first academic quarter because the student is attending the University of London Institute in Paris for more than 50% of the first academic quarter. However, Student H will not be eligible for a Travel Grant in respect of travel expenses for the second academic quarter because the student is not attending the University of London Institute in Paris for 50% or more of the second academic quarter. Student H has also taken out medical insurance to cover their period of study abroad. As the student is attending an overseas institution for more than 50% of the first academic quarter, Student H will be eligible for additional Travel Grant (not subject to a disregard) to cover the cost of the student's medical insurance for that quarter. SFW should satisfy themselves that the costs incurred for insurance are reasonable.

Loans for Living Costs

General rates applicable

64. Since academic year 2009/10, new full-time students who already hold an Honours Degree are not eligible for a loan for living costs for courses leading to qualifications in landscape architecture, landscape design, landscape management, town planning and town and country planning. Students who started studying on these courses prior to 1st September 2009 and are continuing on the course in 2015/16 will continue to be eligible for support.
65. The age limit on loans for living costs was increased to 60 in 2006/07, and the requirement to declare an intention to go into employment or onto another HE course was removed at that time. This applies to all students studying in 2015/16.
66. In order to qualify for a loan for living costs, eligible students will need to be (or have been) below the age of 60 on the first day of the first academic year of the specified designated course. (Please note the comments on the end-on and transfer provisions at paragraph 22 which explain how to determine when the course started).
67. Students do not qualify for a loan for living costs in connection with attendance on a designated course if that course is a flexible postgraduate course for the initial training of teachers which is **less** than an academic year's duration. (To note that from 1st September 2010 new students starting part-time or flexible ITT courses of a year or more in length may be eligible for the part-time support package. However, flexible postgraduate ITT courses of less than one academic year in length no longer attract support.)

Case Studies: Age Limits for Loans for Living Costs

- **Student A** starts his four year course on 1st September 2015, aged 59. He will qualify for a loan for living costs for the duration of that course.
- **Student B** is aged 59. He starts a Foundation Degree on 1st September 2013. He qualifies for a loan for living costs for the duration of his Foundation Degree. He then moves 'end-on' to an Honours Degree course on 1st September 2015. Although he will be aged 61 when he starts his honours degree course he will still qualify for a loan for living costs because he was under age 60 on the first day of the first academic year of the Foundation Degree and is studying the Honours degree 'end-on'.

68. The loan for living costs rates varies according to where the student lives and studies. Regulations 46-50 set out the maximum amounts applicable in each case. Please note the conditions under which the London rate of loan is applicable (Regulation 57(b)) and the related definition of the former Metropolitan Police District in Regulation 2(1).
69. 'New system' students are entitled to a loan for living costs of at least 75% of the maximum rate applicable to them (unless substitution with Welsh Government Learning Grant applies, in which case the loan entitlement may be less than 75% of the maximum amount). The remaining 25% of the loan is income assessed.

Loan for living costs – ‘2012 cohort’ students

- 70.** ‘2012 cohort’ students who are in receipt of a Welsh Government Learning Grant can also receive a loan for living costs, but the maximum amount of loan they are entitled to receive will be reduced by £0.50 for every £1 of Welsh Government Learning Grant received up to a **maximum reduction of £2,580** (see Regulation 48). In some instances, this will mean that entitlement to the loan for living costs falls below the 75% level mentioned in the paragraph above.
- 71.** ‘2012 cohort’ students with a household income of up to and including £50,753 are entitled to the full loan for living costs.
- 72.** ‘2012 cohort’ students with household incomes above £50,753 will be assessed to make a contribution to their total support available under the Regulations (see Regulation 61), which will be calculated at £1 for every £5 of income above £50,753. For these students the loan for living costs will be reduced on this basis until 75% of the loan remains.

Case Studies: Loans for Living Costs (‘2012 cohort’ students)

All students in the case studies are living away from the parental home and studying outside of London and are not in the final year of a course other than an intensive course

‘2012 cohort’ Student A eligible for Welsh Government Learning Grant – Household Income £20,000		
A	Welsh Government Learning Grant payable (see case studies for Welsh Government Learning Grant)	£4,715
B	Loan for Living Costs payable (£5,376 less £2,357 (4,715 x 0.50), Welsh Government Learning Grant substituted for loan)	£3,019

‘2012 cohort’ Student B - eligible for Special Support Grant – Household Income £20,000		
A	Special Support Grant payable	£4,715
B	Loan for Living Costs payable (no substitution for loan for living costs)	£5,376

‘2012 cohort’ Student C eligible for Welsh Government Learning Grant – Household Income £26,500		
A	Welsh Government Learning Grant payable	£2,936
B	Loan for Living Costs payable (£5,376 less £1,468 (2,936 x 0.50) Welsh Government Learning Grant)	£3,908

	substituted for loan)	
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'2012 cohort' Student D eligible for Welsh Government Learning Grant – Household Income £30,000

A	Welsh Government Learning Grant payable	£2,099
B	Loan for Living Costs payable (£5,376 less £1,049 (2,099 x 0.50) Welsh Government Learning Grant substituted for loan)	£4,327

'2012 cohort' Student E - eligible for Special Support Grant – Household Income £30,000

A	Special Support Grant payable	£2,099
B	Loan for Living Costs payable (no substitution for loan for living costs)	£5,376

'2012 cohort' Student F - eligible for Welsh Government Learning Grant – Household Income £50,020

A	Welsh Government Learning Grant payable	£50
B	Loan for Living Costs payable (£5,376 less £25 (50 x 0.50) Welsh Government Learning Grant substituted for loan)	£5,351

'2012 cohort' Student G - eligible for Welsh Government Learning Grant – Household Income £50,021 to **£50,753**

A	Welsh Government Learning Grant payable	£0
B	Loan for Living Costs payable (no income above £50,753 therefore no assessed contribution)	£5,376 (100% loan)

'2012 cohort' Student H – Household Income **£57,257**

A	Household Income	£57,257
B	Loan for Living Costs Threshold	£50,753
C	Difference A – B	£6,504
D	Divide by £5 and round down to the nearest pound to give the	£1,300

	contribution to Loan for Living Costs	
E	£5,376 minus D = Loan for Living Costs payable	£4,076 (75% non-means tested element of maximum entitlement to loan)

Loan for living costs – ‘2011 cohort’ students

73. ‘2011 cohort’ students who are in receipt of a Welsh Government Learning Grant can also receive a loan for living costs, but the maximum amount of loan they are entitled to receive will be reduced by £0.50 for every £1 of Welsh Government Learning Grant received up to a **maximum reduction of £2,580** (see Regulation 49). In some instances, this will mean that entitlement to the loan for living costs falls below the 75% level mentioned in the paragraph above.
74. ‘2011 cohort’ students with a household income over £50,020 up to and including £50,488 are entitled to the full loan for living costs.
75. ‘2011 cohort’ students with household incomes above £50,488 will be assessed to make a contribution to their support, which will be calculated at £1 for every £5 of income above £50,488. For these students the loan for living costs will be reduced on this basis until 75% of the loan remains.

Case Studies: Loans for Living Costs (‘2011 cohort’ students)

All students in the case studies are living away from the parental home and studying outside of London and are not in the final year of a course other than an intensive course

‘2011 cohort’ Student A eligible for Welsh Government Learning Grant – Household Income £20,000		
A	Welsh Government Learning Grant payable (see case studies for Welsh Government Learning Grant)	£5,334
B	Loan for Living Costs payable (£5,376 less £2,580 (5,334 x 0.50, capped at £2,580, Welsh Government Learning Grant substituted for loan)	£2,796

‘2011 cohort’ Student B eligible for Special Support Grant – Household Income £20,000		
A	Special Support Grant payable	£5,334
B	Loan for Living Costs payable (no substitution for loan for living costs)	£5,376

'2011 cohort' Student C eligible for Welsh Government Learning Grant – Household Income £26,500		
A	Welsh Government Learning Grant payable	£3,555
B	Loan for Living Costs payable (£5,376 less £1,777 (3,555 x 0.50) Welsh Government Learning Grant substituted for loan)	£3,599

'2011 cohort' Student D eligible for Welsh Government Learning Grant – Household Income £30,000		
A	Welsh Government Learning Grant payable	£2,718
B	Loan for Living Costs payable (£5,376 less £1,359 (2,718 x 0.50) Welsh Government Learning Grant substituted for loan)	£4,017

'2011 cohort' Student E eligible for Special Support Grant – Household Income £30,000		
A	Special Support Grant payable	£2,718
B	Loan for Living Costs payable (no substitution for loan for living costs)	£5,376

'2011 cohort' Student F eligible for Welsh Government Learning Grant – Household Income £50,020		
A	Welsh Government Learning Grant payable	£50
B	Loan for Living Costs payable (£5,376 less £25 (50 x 0.50) Welsh Government Learning Grant substituted for loan)	£5,351

'2011 cohort' Student G eligible for Welsh Government Learning Grant – Household Income £50,021 to £50,488		
A	Welsh Government Learning Grant payable	£0
B	Loan for Living Costs payable (no income above £50,488 therefore no assessed contribution)	£5,376 (100% loan)

'2011 cohort' Student H – Household Income £56,992		
A	Household Income	£56,992
B	Loan for Living Costs Threshold	£50,488
C	Difference A – B	£6,504
D	Divide by £5 and round down to the nearest pound to give the contribution to Loan for Living Costs	£1,300
E	£5,376 minus D = Loan for Living Costs payable	£4,076 (75% non-means tested element of maximum entitlement to loan)

Loan for living costs – '2010 cohort' students

- 76.** The maximum amount of loan that 2010 cohort students are entitled to receive will be reduced by £0.50 for every £1 of Welsh Government Learning Grant received up to a maximum reduction of **£2,580** (see Regulation 48). In some instances, this will mean that entitlement to the loan for living costs falls below the 75% non-means tested level.
- 77.** '2010 cohort' students with a household income over £50,020 and up to and including £50,753 are entitled to the full loan for living costs.
- 78.** '2010 cohort' students with household incomes above £50,753 will be assessed to make a contribution to their support, which will be calculated at £1 for every £5 of income above £50,753. For these students the loan for living costs will be reduced on this basis until 75% of the loan remains.

Case Studies: Loans for Living Costs ('2010 cohort' students)

All students in the case studies are living away from the parental home and studying outside of London and are not in the final year of a course other than an intensive course

'2010 cohort' Student A eligible for Welsh Government Learning Grant – Household Income £20,000		
A	Welsh Government Learning Grant payable (see case studies for Welsh Government Learning Grant)	£4,715
B	Loan for Living Costs payable (£5,376 less £2,357 (4,715 x 0.50) Welsh Government Learning Grant substituted for loan)	£3,019

'2010 cohort' Student B eligible for Special Support Grant – Household Income £20,000		
A	Special Support Grant payable	£4,715
B	Loan for Living Costs payable (no substitution for loan for living costs)	£5,376

'2010 cohort' Student C eligible for Welsh Government Learning Grant – Household Income £26,500		
A	Welsh Government Learning Grant payable	£2,936
B	Loan for Living Costs payable (£5,376 less £1,468 (2,936 x 0.50) Welsh Government Learning Grant substituted for loan)	£3,908

'2010 cohort' Student D eligible for Welsh Government Learning Grant – Household Income £30,000		
A	Welsh Government Learning Grant payable	£2,099
B	Loan for Living Costs payable (£5,376 less £1,049 (2,099 x 0.50) Welsh Government Learning Grant substituted for loan)	£4,327

'2010 cohort' Student E eligible for Special Support Grant – Household Income £30,000		
A	Special Support Grant payable	£2,099
B	Loan for Living Costs payable (no substitution for loan for living costs)	£5,376

'2010 cohort' Student F eligible for Welsh Government Learning Grant – Household Income £50,020		
A	Welsh Government Learning Grant payable	£50
B	Loan for Living Costs payable (£5,376 less £25 (50 x 0.50) Welsh Government Learning Grant substituted for loan)	£5,177

'2010 cohort' Student G eligible for Welsh Government Learning Grant– Household Income £ £50,021 to £50,753		
A	Welsh Government Learning Grant payable	£0
B	Loan for Living Costs payable (no income above £50,753 therefore no assessed contribution)	£5,351 (100% loan)

'2010 cohort' Student H – Household Income £57,257		
A	Household Income	£57,257
B	Loan for Living Costs Threshold	£50,753
C	Difference A – B	£6,504
D	Divide by £5 and round down to the nearest pound to give the contribution to the Loan for Living Costs	£1,300
E	£5,376 – D = Loan for Living Costs payable	£4,076

Loan for living costs: 'new system' students who are neither 2010, 2011, nor 2012 cohort

79. 'New system' students who are neither 2010, 2011 nor 2012 cohort and who are in receipt of a Welsh Government Learning Grant can also receive a loan for living costs, but the maximum amount of loan they are entitled to receive will be reduced by £1 for every £1 of Welsh Government Learning Grant received up to £1,329 (see Regulation 46). In some instances, this will mean that entitlement to the loan for living costs falls below the 75% non means tested level.
80. Students with a household income over £39,329 and up to and including £39,778 are entitled to the full loan for living costs.
81. Students with household incomes above £39,778 will be assessed to make a contribution to their support, which will be calculated at £1 for every £8.97 of income above £39,778. For these students the loan for living costs will be reduced on this basis until 75% of the loan remains.

Case Studies: Loans for Living Costs ('new system' students who are neither 2010, 2011 nor 2012 cohort students)

All students in the case studies are living away from the parental home and studying outside of London, and are not in the final year of a course other than an intensive course

'New system' student A (not 2010, 2011 or 2012 cohort) eligible for Welsh Government Learning Grant – Household Income £20,000		
A	Welsh Government Learning Grant payable (see case studies for Welsh Government Learning Grant)	£2,713
B	Loan for Living Costs payable (£5,376 less £1,329 Welsh Government Learning Grant substituted for loan)	£4,047

'New system' student B (not 2010, 2011, or 2012 cohort) eligible for Special Support Grant – Household Income £20,000		
A	Special Support Grant payable	£2,713
B	Loan for Living Costs payable (no substitution for loan for living costs)	£5,376

'New system' student C (not 2010, 2011 nor 2012 cohort) eligible for Welsh Government Learning Grant - Household Income £27,852		
A	Welsh Government Learning Grant payable	£1,329
B	Loan for Living Costs payable (£5,376 less £1,329 Welsh Government Learning Grant substituted for loan)	£4,047

'New system' student D (not 2010, 2011 or 2012 cohort) eligible for Welsh Government Learning Grant – Household Income £30,000		
A	Welsh Government Learning Grant payable	£1,090
B	Loan for Living Costs payable (£5,376 less £1,090 Welsh Government Learning Grant substituted for loan)	£4,286

'New system' student E (not 2010, 2011 or 2012 cohort) eligible for Special Support Grant – Household Income £30,000		
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A	Special Support Grant payable	£1,090
B	Loan for Living Costs payable (no substitution for loan for living costs)	£5,376

'New system' student F (not 2010, 2011 or 2012 cohort) eligible for Welsh Government Learning Grant– Household Income £39,329

A	Welsh Government Learning Grant payable	£50
B	Loan for Living Costs payable (£5,376 less £50 Welsh Government Learning Grant substituted for loan)	£5,326

'New system' Student G (not 2010, 2011 or 2012 cohort) eligible for Welsh Government Learning Grant – Household Income £ £39,330 to £39,778

A	Welsh Government Learning Grant payable	£0
B	Loan for Living Costs payable (no income above £39,778 therefore no assessed contribution)	£5,376 (100% loan)

'New system' student H (not 2010, 2011 or 2012 cohort) eligible for Welsh Government Learning Grant or Special Support Grant – Household Income £51,445

A	Household Income	£51,445
B	Loan for Living Costs Threshold	£39,778
C	Difference A – B	£11,667
D	Divide by £8.97 and round down to the nearest pound to give contribution to Loan for Living Costs	£1,300
E	£5,376 minus D = Loan for Living Costs payable	£4,076 (75% non-means tested element of maximum entitlement to loan)

Loans for Living Costs – students with reduced entitlement

82. Different rates of loan for living costs apply to new system' who are neither 2010, 2011 nor 2012 cohort on part-time courses of initial teacher training (ITT) who attend for less than 6 weeks; and to all students on certain types of sandwich year courses; for students in their final year of study; and students who are eligible to apply for income assessed NHS bursaries.

Students who choose not to be income-assessed will only be able to apply for a reduced rate loan for living costs which is 75% of the maximum entitlement (Regulation 50).

Students who are members of religious orders

83. Since 2009/10, separate student support arrangements no longer apply for new full-time students identifying themselves as living in a House of Religious Order. Students who are already defined as living in a House of Religious Order and who are continuing a course in the 2015/16 academic year (and which the student started before 1st September 2009) will remain eligible for their existing package of support. However, the separate House of Religious Order category will no longer appear on the paper or online application forms for new or continuing students.

Overseas study

84. Since 1st September 2007, students attending an overseas institution are no longer required to attend that institution for a period of eight consecutive weeks in the academic year in order to qualify for the overseas rate of loan (Regulation 57).
85. Students studying at an overseas institution or the University of London Institute in Paris now merged with Royal Holloway University of London will now all fall within Category 3 (Regulation 57).
86. In 2003/04, the two overseas rates were replaced. The current overseas rate now applies irrespective of the country in which the overseas study is undertaken.
87. Where students change their circumstances exactly half way through an academic quarter, they will be entitled to the higher of the two possible rates of loan for living costs (see Regulation 53(c) (ii)). A student attending an overseas institution for 50% of the quarter and spending the remaining 50% at their parental home, would receive the higher overseas rate of loan for the relevant quarter. This will be the case even if the student does not spend 8 weeks overseas. A student attending an overseas institution for 50% of the quarter and studying in London (not residing at home) for the remaining 50% of the quarter would qualify for the London rate of loan in that quarter.
88. Students who are attending an overseas institution or the University of London Institute in Paris (now merged with Royal Holloway University of London) for less than 50% of an academic quarter are normally entitled to the same rate of loan for living costs that would apply if they were studying for the entire quarter in the UK. For example, a student spending 60% of the quarter at their parental home and the remaining 40% overseas would qualify for the home rate of loan. However, Regulation 53 was amended in the 2007/08 academic year so that students whose circumstances change more than once during an academic quarter may still be eligible for the overseas rate of loan. The requirement that a student spends at least half of an academic quarter in order to qualify for the overseas rate of loan for that quarter has been removed.
89. Now, as in any other case, the student who has a period of attendance at an overseas institution and who has more than one other change of

circumstance in the quarter will qualify for the rate of loan for living costs covering the longest period in that quarter. For example, a student spending 40% of a quarter overseas, 30% away from home outside London and 30% at the parental home, would be entitled to the overseas rate of loan for living costs for that quarter.

90. For students who spend less than a full year overseas, SFW should calculate the loan entitlement by determining which loan rate should apply for each of the quarters during which instalments are paid (see paragraphs [94-97](#) for additional information on changes made during the year).

Loans for extra weeks' attendance

91. Additional support for extra weeks of attendance above 30 weeks and 3 days is in the form of a loan for living costs, with a fixed amount being available per extra week, or part of a week, up to 45 weeks of study. Students studying for 45 weeks or more in any 52 week period are treated as if they are studying for the full 52 weeks and their extra weeks' loan is calculated accordingly.
92. The amount payable for extra weeks attendance is determined by reference to the Category into which the student falls (Regulation 55, see also Annex F and Section F of Annex H).

Students on accelerated courses

93. Students on 'accelerated' degrees which last for two academic years, and which require students to undertake more than 40 weeks in the final year, are, if they qualify for a loan, entitled to the full year loan rate in the final year and also for the extra weeks' loan for attendance above 30 weeks and 3 days. Students on designated Fast Track degrees or compressed degrees, also delivered over two long academic years are, if they qualify, entitled to the same support package, but are not required to be in attendance for the full duration of the award.

Changes during the year

94. Broadly, the loan for living costs is payable in respect of three quarters of the academic year. With the exception of loans for living costs to be paid to compressed degree students, the three quarters these are depends on which quarter the longest vacation falls in (see Regulation 52). Where the loan for living costs is payable to a compressed degree student (courses only available in England), the Welsh Ministers will determine which quarter in respect of which the loan is not payable. Where students' circumstances change during the year the rate of loan applicable to them may also change (e.g. where they move away from the parental home or where they transfer from studying a course in London to studying a course elsewhere in the UK or attending an overseas institution as part of their course). In these cases, the rate of loan which applies will depend on what the student's circumstances were for the majority of the relevant quarter, or where a student changes their circumstances exactly half way through a quarter, which of the two possible rates of loan is higher - see Regulation 53.
95. For example, in the case of a student studying outside London, and living in the parental home, the appropriate amount of loan is the parental home rate. If however the student moves away from the parental home after the first or second week of the relevant quarter, they would be entitled to the elsewhere rate for that quarter and subsequent quarters. If the student were

to move away from the parental home exactly half-way through a quarter, the higher of the two possible rates of loan for living costs would be applicable, which in this instance would be the elsewhere rate of loan (see tables 1 and 2 below).

96. For students whose circumstances change more than once during an academic quarter, the rate of loan for living costs covering the longest period in the academic quarter will apply. For example, a student spending 40% of a quarter away from home in London, 30% away from home outside London and 30% at the parental home, would be entitled to the London rate of loan for living costs for that quarter.

Table 1

Quarter	1 st quarter				2 nd quarter			3 rd quarter			
Month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Student position	Student at parental home								Student living away from home		
Entitlement for quarter	Parental home rate							Elsewhere rate			

Table 2

Quarter	1 st quarter				2 nd quarter			3 rd quarter			
Month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Student position	Student at parental home								Student living away from home		
Entitlement for quarter	Parental home rate							Elsewhere rate			

97. Paragraphs 98-101 below set out how periods of full-time study are calculated for ITT courses which started before 1st September 2010 (including '2010 gap year' students continuing courses in 2015/16).

Calculation of weeks' full-time study

Sandwich Courses

98. The calculation of 10 weeks study at paragraph 106 below should be on the basis that not only weeks of full-time study, but also (or alternatively) any days of full-time study which fall in any week which also includes work experience, are aggregated.
99. Only days of full-time study (not part days) should be counted. Also, when counting days of study to make up a number of weeks of study, the divisor should be 5 rather than 7 – e.g. 50 days would produce 10 weeks.
100. In relation to 10, 15 or 30 weeks at paragraph 106, parts of weeks cannot be counted.
101. Study includes *learning in the workplace*, where that is a course requirement. Such learning is a feature of some foundation degree courses. It may also occur in courses other than foundation degree courses. Please see the definition of learning in the workplace which can be found in the 'Assessing Eligibility' guidance chapter.

ITT Courses

102. The calculation of 10 weeks at paragraph 106 below should be on the basis that not only weeks of full-time study, but also hours and part days of study should be counted. For determining the periods of full-time study, it would be reasonable for SFW to aggregate periods of part-time attendance or study into periods of full-time study/attendance.
103. For these purposes we advise that it would be reasonable to treat a week as comprising 30 hours in total. For example, a student attending a course totalling 180 hours in the academic year will be regarded as attending that course for six weeks. However, the requirement in the Regulations is in terms of weeks and it is for SFW to consider whether the attendance requirements have been met sufficiently with a different total number of hours.
104. The Welsh Government takes the view that the following may qualify as periods of study where they are explicitly part of the course:
 - Lectures
 - Seminars
 - Taught sessions and tutorials
 - Directed study at or through the college/HEI
 - Teaching practice (whether observed or not)
 - Assessment of peers' teaching at the college/HEI or a study centre
 - Course related meetings with mentors and contact with tutors
 - Course related learning sets/groups
 - Development of personal development plans in college/HEI
 - Literacy, numeracy and ICT skills development, including requirements of the national minimum core.
 - Periods between them on the same day
105. For '2010 cohort', '2011 cohort', and '2012 cohort' students, full-time ITT courses starting on or after 1st September 2010 that do not lead to a first degree (PGCE courses) are courses of at least one academic year but no more than two academic years in length, where the periods of study in each

academic year are at least 300 hours. A week of study can be considered as 30 hours. Paragraph 104 clarifies what qualifies as periods of study. These courses will attract the standard full-time package of support.

Sandwich courses (including foundation degree sandwich courses)

General

a) Calculating weeks of full-time study

- 106.** Where students will be undertaking alternate periods of full-time study in an institution and periods of work experience, the term dates from the HEI course database provided by the Student Loans Company will not provide sufficient information for SFW to determine the appropriate level of support. SFW will need to refer to the information provided by students in their applications; and they may also need to contact HEIs to ascertain attendance patterns. The SFW Assessor should make changes to the amounts shown on the system to reflect the amount of support before authorising the release of a Student Finance Entitlement letter and payment(s) to students following this pattern of study..

b) Learning in the workplace

- 107.** Study includes learning in the workplace, where that is a course requirement. Please see the definition of learning in the workplace which can be found in the 2015/16 'Assessing Eligibility' guidance chapter.

Tuition Fee Grant ('new system' students who are neither 2010, 2011, nor 2012 cohort)

- 108.** 'New system' students who are neither 2010, 2011, nor 2012 cohort are eligible to apply for a Tuition Fee Grant (Regulation 16) up to a maximum of £2,085 in respect of their attendance on a qualifying designated course provided by a publicly-funded institution in Wales. A student qualifies for the Tuition Fee Grant if they started their studies on or after 1st September 2006 and before 1st September 2010 (unless they are 2010 gap year students) and whom the Welsh Ministers have determined falls within one of the categories set out in Part 2 of Schedule 1. The maximum amount of grant payable under Regulation 16 where one of the circumstances in Regulation 16(5) applies is £1,045 or the amount by which the fees payable by the student exceed £680 (£700 in Northern Ireland), whichever is the lesser.

Loans and grants for Fees ('new system' students)

Fee Loan and new Fee Grant – 2012 cohort students

- 109.** '2012 cohort' students may qualify for a tuition fee loan and new fee grant towards the cost of their tuition fees, subject to certain criteria which include the provisions on previous study as set out in the 'Assessing Eligibility' guidance chapter. Tuition fees applicable to 2012 cohort students for 2015/16 where the course is provided by a publicly funded institution is £3,810.

- 110.** In addition to the fee loan, Regulation 17 provides that where the tuition fee charge exceeds £3,810, a '2012 cohort' student on a course provided by a publicly funded institution, will qualify for a fee grant to cover the cost of tuition above £3,810 (up to a maximum of £5,190 fee grant), (e.g. where the tuition fee charge is £8,000, the student will be awarded a tuition fee loan of £3,810 and a fee grant of £4,190). The total fee loan and grant will not exceed £9,000 in any academic year (Regulation 17(3)). Note that where the course is provided by a privately funded institution, no fee grant is available (see paragraph 114 below).
- 111.** There are, however, certain exceptions. Students in the final academic year which is ordinarily required to be completed after less than 15 weeks attendance are subject to a maximum fee loan of £1,895 and new fee grant of up to £2,605 (see Regulation 16(5))

From academic year 2014/15 onwards the following group of 2012 cohort students are subject to a maximum fee loan of £900 and new fee grant of up to £900, if they are studying in Wales or England. If they are studying in Northern Ireland or Scotland a maximum fee loan £1,895 and new fee grant of up to £2,605 is available.

- Students on a sandwich course, where in an academic year:
 - (i) Any periods of full-time study are in aggregate less than 10 weeks; or
 - (ii) the aggregate of any one or more periods of attendance which are not periods of full-time study at the institution in respect of the current academic year and any previous academic years, exceeds 30 weeks.

From academic year 2014/15 onwards the following group of 2012 cohort students are subject to a maximum fee loan of £675 and new fee grant of up to £675, if they are studying in Wales or England. If they are studying in Northern Ireland or Scotland a maximum fee loan £1,895 and new fee grant of up to £2,605 is available.

- Students studying on a course provided in conjunction with an overseas institution, where
 - (i) the periods of full-time study in the academic year at the UK institution are in aggregate less than 10 weeks; or
 - (ii) where the aggregate of any one or more periods of attendance which are not periods of full-time study, in respect of the current academic year and any previous academic years, exceeds 30 weeks;
- 112.** From academic year 2014/15 onwards '2012 cohort' students on an 'ERASMUS year' as defined in regulation 2 are subject to a maximum fee loan of £675 and new fee grant of up to £675, if they are studying in Wales or England. If they are studying in Northern Ireland or Scotland the existing ERASMUS fee waiver remains in place. Please see the separate 2015/16 ERASMUS guidance chapter.
- 113.** An eligible '2012 cohort' student on a course provided by a publicly funded institution does not have to specify at the application stage that they wish to receive the new fee grant. Where the tuition fee charge exceeds the maximum loan amount available, and the student has requested a tuition fee loan, an amount of fee grant will be automatically awarded which

equals the amount of fee charged less the maximum tuition fee loan available. For example

Student A is charged tuition fees of £8,750 by the HEI
Fee loan Available - £3,810
Fee grant available - £4,940
Student is liable to pay - £3,810 (via a fee loan or on a self-fund basis for those who don't wish to apply for a loan)

114. Regulation 22 provides that the maximum level of loan support for '2012 cohort' students at private institutions is £6,000, or the fees charged by the private institution for the academic year, whichever is less. The fee charged may exceed £6,000; however any fee charged above £6,000 must be self-funded by the student. If any of the exceptions listed under paragraph 111 above apply, the maximum tuition fee loan available will be less, £1, 200 for work placements as part of a Sandwich course and £900 for study at an Educational Institution overseas
115. Paragraphs 98-101 (Sandwich Course) above set out how periods of full-time study are calculated.

Fee Loans – all 'new system' students except 2012 cohort

116. 'New system' (all cohort groups except '2012 cohort' students) students may qualify for loan support towards their tuition fees, subject to certain criteria which include the provisions on previous study as set out in the 'Assessing Eligibility' guidance chapter.
117. Regulation 19(2) and (3) provides that the maximum level of loan support towards tuition fees applicable to most 'new system' students except 2012 cohorts for 2015/16 is the fee charged or £3,465 ([£3,805 if studying in Northern Ireland](#)) (whichever is less). There are, however, certain exceptions. The following groups of 'new system' students are subject to a maximum fee loan of £1,725 ([£1,895 in Northern Ireland](#)) or the fee charged (whichever is less, see Regulation 16(5):
- b) Students in the final academic year which is ordinarily required to be completed after less than 15 weeks' attendance;
 - c) Students on a sandwich course, where in an academic year:
 - (i) Any periods of full-time study are in aggregate less than 10 weeks; or
 - (ii) the aggregate of any one or more periods of attendance which are not periods of full-time study at the institution in respect of the current academic year and any previous academic years, exceeds 30 weeks.
 - d) Students on an ITT course, where any periods of full-time study in the academic year are in aggregate less than 10 weeks (this only applies to 'new system' students who are neither 2010, 2011 nor 2012 cohort);
 - e) Students studying on a course provided in conjunction with an overseas institution, where
 - (i) the periods of full-time study in the academic year at the UK institution are in aggregate less than 10 weeks; or

- (ii) where the aggregate of any one or more periods of attendance which are not periods of full-time study, in respect of the current academic year and any previous academic years, exceeds 30 weeks;

118. Paragraphs 98-101 (Sandwich Course) and paragraph 117 ('2010 cohort' and '2011 cohort' ITT students) above set out how periods of full-time study are calculated.

Courses at Guildhall School of Music and Drama and Heythrop College

119. Guildhall School of Music and Drama and Heythrop College became publicly funded HEIs from 1st August 2006 and 1st September 2006 respectively. 'new system' students starting a designated course at Guildhall or Heythrop in 2006/07 or later are eligible for the same package of fee support as other 'new system' students starting courses at other publicly funded HEIs

University of London Institute in Paris

120. 'New system' students studying at the University of London Institute in Paris (now merged with Royal Holloway University of London) on or after 1st September 2006 qualify for the appropriate package of support for 'new system' students depending on their cohort group. The tuition fee grant, which is available to 'new system' students who are neither 2010, 2011 nor 2012 cohort, is not included as part of the package of support as the institution is outside of Wales.

Further Education ITT Courses (courses undertaken in England only)

121. Teachers in Further Education colleges who have achieved QTLS (Qualified Teacher Learning and Skills) status, have, since April 2012, been awarded QTS (Qualified Teacher Status) to teach in schools. Qualified teachers who have been assessed as meeting Department for Education (DfE) Teachers' Standards and issued with a QTS certificate by the DfE's Teaching Agency are not eligible for fee loan and Welsh Government Learning Grant support for a course of Initial Teacher Training. However, QTLS holders who have not been issued with a QTS certificate can apply for fee loan and Welsh Government Learning Grant support for a further full-time ITT course if that course is not more than 2 years in length.

ITT students – '2010 cohort', '2011 cohort' and '2012 cohort' students (defining 'full-time' and 'part-time' ITT students)

122. The definition of ITT courses for '2010 cohort' '2011 cohort' and '2012 cohort' students is as follows:

Full-time ITT courses

Full-time ITT courses that lead to a first degree are defined in the Regulations as per all full-time non ITT courses that lead to a first degree

(no change). Full-time ITT courses that do not lead to a first degree (PGCE courses) are courses of at least one academic year but no more than two academic years in length, where the periods of study in each academic year are at least 300 hours. A week of study can be considered as 30 hours.

Part-time ITT courses

ITT courses that are at least 1 year and no more than 4 years in length and do not meet the minimum hours criteria as set out above for full-time non-first degree courses are considered to be part-time ITT courses. These courses attract the part-time support package only, (Part 12 of the Regulations refers) regardless of whether or not the course leads to a first degree.

- 123.** '2012 cohort' students studying on full-time ITT courses in AY 2015/16 will be eligible for a fully means-tested Welsh Government Learning Grant or Special Support Grant of up to £5,161. '2010 cohort' and '2011 cohort' students who are continuing on full-time ITT courses in AY 2015/16 will be eligible for a fully mean-tested Welsh Government Learning Grant or Special Support Grant of up to £5,161 or £5,780 respectively. These students are not eligible for any guaranteed minimum non-means tested Welsh Government Learning Grant or Special Support Grant in 2015/16. '2010 cohort' and '2011 cohort' students are eligible for a tuition fee loan of up to £3,465 to cover the full cost of the tuition fee charged. '2012 cohort' students are eligible for a tuition loan of **£3,810**, and a fee grant of up to **£5,190**. This provision applies whether the full-time course is an undergraduate or postgraduate full-time course.
- 124.** Students commencing part-time courses of initial teacher training on or after 1st September 2010 and who are not eligible as 2010 gap year students are not able to apply as full-time students. They will therefore not be eligible in 2015/16 for Welsh Government Learning Grant / Special Support Grant, loan for living costs, tuition fee loan or tuition fee grant. Instead, they should be directed to apply for the part-time support package. See Separate guidance chapters for part time support.

Students on sandwich courses including periods of unpaid service (Grants for living costs for 'new system' students)

- 125.** Students on certain specified unpaid placements in the public or voluntary sectors are potentially entitled to grants for living costs subject to means testing even if the periods of full-time study in the academic year are less than 10 weeks (Regulation 24(7)). Placements that attract this support are specified in Regulation 24(8):
- a) Unpaid service in a hospital or in a public health service laboratory or with a clinical commissioning group in the UK;
 - b) Unpaid service with a local authority in the UK acting in the exercise of its functions relating to the care of children and young persons, health or welfare, or with a voluntary organisation providing facilities or carrying out activities of a like nature in the UK;
 - c) Unpaid service with a local authority acting in the exercise of public health functions in the UK;
 - d) Unpaid service in the prison or probation and aftercare service in the UK;

e) Unpaid research in a UK institution or, in the case of a student attending an overseas institution as a part of his course in an overseas institution;

f) Unpaid service with a Special Health Authority, the NHS Commissioning Board, the National Institute for Care and Excellence, the Health and Social Care Information Centre, a Local Health Board; a Health Board or a Special Health Board in Scotland; or a Health and Social Services Board in Northern Ireland.

ERASMUS students (Living Cost Support)

126. Students undertaking a period of study or work abroad under the ERASMUS scheme are assessed in the usual way for living cost support, in that they qualify for overseas rates of loan for living costs, and if eligible, grants for living costs and other costs. For detailed information on ERASMUS students please refer to the 2015/16 'ERASMUS' guidance chapter.

Foundation degree courses

127. Some foundation degree courses are full-time, some sandwich, and some part-time, and they attract support in the same ways as other such courses, the Regulations permitting. Some of the sandwich courses have periods of full-time study and work experience alternating within some or all weeks of the course. The arrangements discussed at paragraphs 98-101 in respect of determining full-time study are intended to secure appropriate support for courses of this kind, related to the amount of full-time study in an academic year, and provided that they meet the definition of 'sandwich course' in Regulation 2(6).

128. Some foundation degree courses feature learning in the workplace, which should be treated as full-time study for the purposes of the definition of a sandwich course and of determining levels of support. Please see the definition of 'learning in the workplace' which can be found in the 'Assessing Eligibility' guidance chapter.

Students who are eligible for a Department of Health bursary

129. DH provide bursaries for courses in nursing, occupational therapy, physiotherapy, radiography, midwifery, speech and language therapy, chiropody, dietetics, and prosthetics. Also see the full list in Annex 1 of the 'Assessing Eligibility' guidance chapter. Full-time health care students who are eligible to apply for bursaries (bestowed under section 63 of the Health Services and Public Health Act 1968), the amount of which is not determined by reference to the student's income are excluded from receiving student support under Regulation 4(3)(c).

130. Students who are eligible to apply for DH bursaries (also paid

131. under the 1968 Act) the amount of which is calculated by reference to the student's income are generally ineligible for fee support in any year in which such a bursary is paid (see Regulations 16(2), 17(2), 18(2) and 22(2) Where these students are excluded from receiving fee support they will also be excluded from receiving grants for living and other costs (under part 5 of [The Education \(Student Support\) \(Wales\) Regulations 2015](#) – see Regulation 24(3)(a)). However, means tested bursary holders may be eligible to receive a reduced rate loan for living costs under Regulation 50(1)(a). **NB:** See the 'Assessing Eligibility' guidance chapter for further information. Annex 1 provides full details.

- 132.** Part-time health care students eligible to apply for any NHS bursaries paid under the 1968 Act are excluded from receiving any student support under Regulation 86(3)(a)(i).
- 133.** It is, therefore, recommended that before assessing eligibility for support from applicants in these subjects listed in paragraph 129 above, SFW ascertain whether the individual will be eligible for a bursary, and if so whether or not it is means-tested.

NHS secondees

- 134.** Students who attend designated courses in the subjects listed in paragraph 129 above but who do not receive a DH bursary are eligible for support in accordance with the conditions in the Regulations in the same way as any other applicant. The Department of Health has confirmed that health care students who are employed by NHS trusts and seconded onto health care courses are not eligible for NHS bursaries. These students continue to receive their salary and have their tuition fees paid by the NHS, but the payment of their fees falls outside the NHS bursary scheme. Such students, who receive assistance from the NHS only for their fees, are not excluded from the student support provisions and can therefore receive support for living costs and DSAs, subject to relevant means-testing and of course to their satisfying all the usual eligibility criteria.
- 135.** As seconded NHS employees will have their fees paid by the NHS, they will not be eligible for fee support. In order to prevent double funding of fee support, applications should be processed in the usual way. However, when approving the application SFW should manually over-ride the tuition fee amounts and set them to zero. Setting the 'fee support' box (for public contributions) to zero will ensure the HEI is not paid a fee contribution by the SLC. Setting the 'contribution to fees' box (for students) to zero will ensure the HEI does not invoice the student for a contribution to fees.

Medical and dental students

- 136.** Most Medical and Dental students are entitled to receive funding through the Student Support Regulations for the first four years of the course. Once they enter the fifth year of the course they become eligible for the NHS income assessed bursary for the remainder of their course. Like other NHS students on the income assessed bursary scheme, the NHS will pay their tuition fees and an income assessed bursary, while they will also be eligible for a reduced-rate loan for living costs under Regulation 50(1)(a). These students will need to apply to SFW for the reduced-rate loan for living costs. They should be directed to the NHS Wales Student Awards Unit (6th Floor, Churchill House, 17 Churchill Way, Cardiff, CF10 2TW, Tel: 029 2037 6854 (if domiciled in Wales); or the NHS Careers Helpline, Tel: 0300 330 13455, website: www.nhscareers.nhs.uk/, E-mail: nhsbsa.sbaccounts@nhs.net (if domiciled in England) for the rest of their support.

Students are not eligible for NHS Bursary support until the 5th year of the medical programme i.e. the 6th year of study for students repeating 1 year.

Intercalation counts towards the qualifying period for NHS Bursary support, i.e. if intercalation takes place in the first 4 years of the undergraduate programme, students transfer to NHS support in the 5th year of study (the 4th year of the medical or dental course). Students intercalating in year 5 of the course are supported by DH.

Example 1:

Academic year

2010/12 - 2011/13 – Student undertakes first 2 years of medical or dental course.

2013/14 – Student intercalates.

2014/15 – Student returns for 3rd year of medical course.

2015/16 – 4th year of medical course but student eligible for NHS Bursary.

Example 2:

Academic year

2011/12 – 2014/15 – Student undertakes first 4 years of medical or dental course.

2015/16 – Student intercalates but eligible for NHS Bursary.

- 137.** Students entering Year 2 or later of the graduate-entry accelerated four-year medical course (where the course began before 1st September 2012) are also eligible for the NHS income assessed bursary and reduced rate loan for living costs.
- 138.** Students on a graduate entry accelerated programme (a course leading to a qualification as a doctor or dentist which normally requires a first degree (or equivalent) as an entrance qualification and does not take longer than four years to complete) are covered by the Regulations. Subject to meeting the usual eligibility conditions and income assessment, they are entitled to full grants for dependants and travel grants as well as a full maintenance loan in their first year of study. They will also be entitled to a reduced maintenance loan (Regulation 50) subject to income assessment, in years 2 to 4 of their study. In most cases they will not be entitled to fee support or the Welsh Government Learning Grant or Special Support Grant because of previous study. However, there will be circumstances where previous study does not prevent graduate entrants from receiving fee support or the maintenance grant or special support grant. For example, Regulation 7 does not exclude students who obtained their first degree outside the UK. Therefore, graduate entrant medical students should be assessed for fee support and the Welsh Government Learning Grant or Special Support Grant for the first year of their course in the same manner as any other student, but with particular regard for the previous study rules. Note that where the graduate entry accelerated programme starts on or after 1st September 2012 these students will be eligible for a partial tuition fee loan for each year of their course (including the first year, which they would normally have to self fund). These students are required to self fund the first £3,465 of the fee charged in year one, and can receive a partial tuition fee loan for any additional fee charged above £3,465, up to a maximum of £9,000. In subsequent years of the course the first £3,465 (or updated amount) will be paid by the Department of Health and the student can receive a tuition fee loan to fund the difference up to £9,000 or the actual fee charged if less. (please see Annex H Section H – Support available to Graduate Entry Medical and Dental students in AY 2015/16)
- 139.** Those students who are eligible to apply for income assessed Department of Health bursaries are not eligible for any grants, either for fees or living costs, or loans for fees under the Regulations other than the accelerated graduate entry fee loan in Regulation 23(Regulations 16(2), 17(2), 18(2),

22(2) and 24(3)). They are, however, eligible for loans for living costs at the reduced rates set out in Regulation 50(1)(a). The following points should be noted:

- a) Those students who are eligible to apply for income assessed DH bursaries must apply to SFW if they wish to use the loan facility.
- b) SFW should still assess an applicant's eligibility for support under the Regulations. The eligibility rules for a DH bursary differ from those under the Regulations, and the fact that an applicant is eligible under DH rules should not be taken as proof of eligibility under the Regulations.
- c) Loans for living costs at the rates set out in Regulation 50(1)(a) are not subject to an assessed contribution, by virtue of Regulation 56(2). Once the eligibility of the applicant has been confirmed, there is no need to assess him for a contribution.

Dance and Drama students

140. Since 1st September 2004 HE providers offering degrees and diplomas awarded by HE institutions have moved to mainstream funding arrangements under the Student Support Regulations, and as before the Central School of Ballet, the London Academy of Music and Dramatic Art (LAMDA), RADA, Bristol Old Vic, the London Contemporary Dance School and the Rambert School of Contemporary Dance are affiliates of the Conservatoire of Dance and Drama, which is a publicly funded institution.
141. All eligible students (new system but **not** '2012 cohort students') who commence a specifically designated Dance and Drama course at a privately funded institution on or after 1st September 2006 but before 1st September 2012 are eligible for the same package of support available to new students who commenced courses at publicly funded institutions between 1st September 2006 but before 1st September 2012, i.e. a non-income assessed Tuition Fee Loan of up to £3,465 (£3,805 if studying in Northern Ireland) . The amount of maintenance support is also dependent upon their cohort.
142. All eligible students who commence a specifically designated Dance and Drama course which is wholly provided by a privately funded institution on or after 1st September 2012, will be eligible for the package of support available to a 2012 cohort student starting a course at a private HEI on or after 1st September 2012 i.e. a non-income assessed Tuition Fee Loan of up to £6,000, and the same maintenance support package available to other 2012 cohort students.

FE Dance and Drama Awards

143. FE Dance and Drama Awards are offered to students who attend a course offered by one of 19? specified private Dance and Drama schools to pursue the Trinity College London Diploma. This is an FE qualification, at level 5 or 6 on the national Qualifications Framework. These FE Awards are funded and managed by the Education Funding Agency (EFA). Students in receipt of an FE Dance and Drama Award may apply for additional help from the Income Assessed Student Support Fund (IASSF). Applications for this additional support should be made to the Learner Support Service (LSS) who administers the Fund on behalf of the EFA. The Fund is income assessed, and the amount of help given to a student will depend upon his/her family's household financial circumstances. Students should be advised to contact the LSS direct on 0800 121 8989 if they need any

information about this fund. European Union (EU) students and those from England, Wales and Scotland are eligible to apply for fee support. Students from Northern Ireland should contact the Student Finance Section of the Western Education and Library Board for details of support available to them on 028 82 411 411 or email student.awards@welbni.org.

- 144.** Students from England, Wales and Scotland may also apply to the LSS for support towards their living and learning costs. Students from EU countries must contact their home authorities. Students from Northern Ireland should contact the Student Finance Section of the Western Education and Library Board for details of support available to them on 028 82 411 411 or email student.awards@welbni.org.

The LSS supplies application forms for all students to the Dance and Drama schools, who are asked to distribute them to students who are offered an FE Dance and Drama Award. All students should be advised to obtain an application form from the school providing the course they wish to attend for the Trinity College London Diploma or Certificate qualification.

A return envelope is provided with the IASSF application pack, but in the event of one not being provided, all completed application forms should be returned to:

DaDA
Freepost RSLX- GJSR_YYUU
Learner Support Service
Birmingham
B24 9FD

Dance and Drama Schools offering both FE and HE provision

- 145.** Some of the 22 private Dance and Drama schools offer both FE and HE provision (see paragraph 146). Students may decide to register for (and complete) a course leading to a higher education qualification (e.g. a first degree) at the same time that they are pursuing their Trinity College Level 5 or 6 qualification. However, they **must not apply** for both FE **and** HE support. Students who are offered an FE Dance and Drama Award are advised in their Award Letter that they must choose either to take up their FE Award or to apply for HE loans and grants instead; they cannot take up an FE Award **and** receive HE student support. Some students may, however, start their courses claiming HE student support and then subsequently transfer to an FE Dance and Drama Award. Such students will cease to be eligible for HE student support as soon as they transfer to an FE Dance and Drama Award.
- 146.** It follows therefore, that if an SFW receives an application for HE student support from a student for a course which leads to an HE qualification in dance and/or drama, and the applicant states that he/she has been awarded an FE Dance and Drama Award, SFW should refuse the application for student support. Also, if a student already in receipt of HE student support reports that he/she has transferred to a Dance and Drama award, SFW should withdraw the HE support from the date on which the transfer took place.
- 147.** The Dance and Drama schools who are currently offering both FE and HE provision are:
- The Arts Educational School, London;
 - ALRA, London (South) and Wigan (North);

- Bird College, Kent;
- Guildford School of Acting (GSA), Guildford; (part of University of Surrey)
- The Italia Conti Academy of Theatre Arts Ltd, London; and
- Mountview Academy of Theatre Arts, London.
- Urdang Academy, London.

148. For enquiries on FE Dance and Drama courses which started before 2013 please contact the learner support helpline

Tel 0800 121 8989

Please note: The EFA can only offer advice on the FE Dance and Drama Awards. They are not able to offer advice to students who are seeking alternative means of funding, or to students who are applying to schools that are not eligible for Dance and Drama Award funding

Further information on the DaDA scheme can be found on the website <https://www.gov.uk/dance-drama-awards>.

Household income assessment

Income assessment process

149. The income assessment comprises four key stages:

- | | |
|--------|---|
| Step 1 | Determine whose income forms part of the household income - always include the student (see tables at paragraph 22) |
| Step 2 | Determine the taxable income (as defined in the Regulations, paragraph 1(n) of Schedule 5) of each person whose income is specified to be part of the household income. |
| Step 3 | Make the permitted deductions from taxable income to arrive at residual income and make any further deduction permitted by paragraph 3(3) of Schedule 5. The aggregate is the household income. |
| Step 4 | Calculate any:

Entitlement to the Welsh Government Learning Grant for living costs or Special Support Grant using the relevant tapers.

Apply substitution to the Loan for Living Costs where the student is eligible for an amount of Welsh Government Learning Grant.

Apply the contribution to the means tested support package. |

Step 1 - Determining whose income should be part of the household income assessment

150. Schedule 5, paragraph 3 explains whose income should be included in the household income assessment. Once the residual income has been calculated for each person whose income is specified to be part of the household income, these amounts are then aggregated to form the household income taking into account any deduction under paragraph 3(3) of Schedule 5.

- 151.** The parent'(s) income (and where applicable their partner's income) should be assessed in the case of all students except those listed in Schedule 5, paragraph 2. Paragraph 22 of this guidance document summarises whose income should be included within the household income in relation to the year the student started their course. The 'end-on' and transfer provisions should be noted when using this table.

Independent students

- 152.** Some circumstances where the parental income should not be included in the household income assessment are listed below (for a full list see Schedule 5, paragraph 2(1)(a) - (k).
- 153.** Where the student married or entered into a civil partnership before the beginning of the academic year for which household income is being assessed. This applies whether or not the marriage/civil partnership is still subsisting (Schedule 5, paragraph 2(1)(b)).
- 154.** The student's parents have both died. This applies immediately the student is bereaved of both parents (Schedule 5, paragraph 2(1)(c)).
- 155.** Where the household income assessment is based on the income of one parent (e.g. where parents have separated) and that parent dies, then no parental income is required (Schedule 5, paragraph 2(1)(h)), even if that parent has a partner.
- 156.** If the student's parents are residing outside the European Community and SFW is satisfied that the assessment of a parental income would place them in jeopardy, or that it would not be reasonably practicable for them to send a contribution to the UK (Schedule 5, paragraph 2(1)(g)). Although this provision does not refer to a specific category of students, parents of refugees or those who have been granted exceptional leave to enter or remain in the UK or parents of those who have been granted humanitarian protection or discretionary leave are most likely to fall within its provisions.
- 157.** Where the student is a member of a religious order who resides in a house of that order and the student began the present course before 1st September 2009 (Schedule 5, paragraph 2(1)(i)).

Self-support

- 158.** Parental income is not included in the household income assessment where the student has supported themselves for periods ending before the first academic year of the course amounting in aggregate to not less than 3 years (Schedule 5, paragraph 2(1)(k)). Any period of self-support, however short, may be counted, provided that it occurred before the first year of the course. Periods of self-support include, among other things, paid holidays, breaks between jobs when the person supported themselves from savings, and paid periods of experience on a sandwich course (other than the present course).
- 159.** Schedule 5, paragraph 2(1)(k) does not stipulate how much a student must have earned before being classed as self-supporting. To qualify, the student must be able to prove that they have earned enough to support themselves during the period in question. A person in part-time or temporary employment and living in the parental home may not wholly have paid for their keep, including their share of housing costs. A student living rent-free with parents should not normally be regarded as self-supporting unless they can clearly demonstrate that they have contributed appropriately to the household budget.

- 160.** Where SFW is satisfied that the student was self-supporting for a period when payments were received 'in kind', such periods may be counted as self-support.
- 161.** Notwithstanding the above, a student should be treated as having supported themselves for any period during which they fall into one of the categories listed in Schedule 5, paragraph 2(1)(k)(i) – (v). This includes periods when the student held a state studentship or comparable award (Schedule 5, paragraph 2(1)(k)(iv)): such awards could include research council studentships and other postgraduate awards to which no parental contribution provisions apply.

Student parents

- 162.** Parental income is not included in the household assessment where SFW satisfied that a student has care of a person under the age of 18 on the first day of the academic year for which they are applying for support (Schedule 5, paragraph 2(1)(j)).
- 163.** Any student who gains care of a person under 18 after the first day of the relevant academic year will not have the parental income taken into account in the income assessment from the start of the following academic year (assuming they still have care of the person under the age of 18 on the first day of that academic year).
- 164.** For the purposes of confirming independent status, a student can be considered as having care of a person under the age of 18 if they look after the child and the child lives with them, irrespective of the relationship with the child. This might include, for example, a student who is caring for the child of a partner, a student who has adopted a child or a student who has been appointed a guardian of a child.
- 165.** When completing their application forms, students should send their child's original birth certificates to confirm the date of birth and also provide evidence that they have care of the child, for example, evidence that they are receiving Child Benefit, Child Tax Credit or the child element of Universal Credit.
- 166.** Students who qualify as independent students on this ground retain that status for the period of eligibility (paragraph 2(2) of Schedule 5).

Case Studies: Student Parents

- **Student A** is a 22 year old single parent who is living with his/her one year old daughter and is applying for student support for a three year degree course starting on 1st September 2015. He/she will be treated as an independent student from the start of her course.
- **Student B** is a 21 year old unmarried female student living away from home. She is starting a three year course on 1st September 2015 and will be assessed as a dependent student. In November 2015, the student has a baby. When the student applies for support for the second year of her course starting on 1st September 2016, she will be assessed as an independent student.
- **Student C** is a 22 year old unmarried female student living away from home. She is starting a three year course on 1st September 2015 and will be assessed as a dependent student. In November 2015, the student has a baby, but from January 2016 she no longer has care of that child. When the student applies for support for the second year of her course starting on 1st September 2016, she will still be assessed as a dependent student.

Estrangement

- 167.** Parental income is not included in the income assessment where the eligible student is irreconcilably estranged from their parents – Schedule 5, paragraph (2)(1)(e). They should be regarded as independent under this paragraph where:

(a) they have communicated with neither of the parents for the period of one year before the beginning of the relevant year for which they are being financially assessed; or

(b) they can demonstrate on other grounds that they are irreconcilably estranged from the parents.

In other words:

If they have not communicated with either parent during the year in question, they should be regarded as irreconcilably estranged.

If they *have* communicated with either of them during that year, they *can* nevertheless still be regarded as irreconcilably estranged, as aside from a year long absence of communication, the student may be able to demonstrate other grounds for being regarded as irreconcilably estranged from the parents.

- 168.** SFW should, as far as possible, satisfy themselves that the estrangement is genuine and that for the time being reconciliation is impossible (or at least highly unlikely). It is not enough that a student does not get on with their parents or that they have had a serious disagreement recently. The fact that a student may choose to live apart from their parents is not itself sufficient evidence of an irreconcilable estrangement. Similarly irreconcilable estrangement cannot be inferred simply on the ground that a parent refuses to co-operate with the SFW in the financial assessment of the student (e.g. by not replying to letters or refusing to complete income assessment forms), or does not provide financial support to him. These factors could, of course, be expected to be present if there has been a genuine estrangement.

- 169.** It is for the SLC to decide in each case whether it has sufficient information and evidence to justify its opinion as to whether or not a student is irreconcilably estranged. In addition, SFW must satisfy itself each year before assessing the student that an estrangement still persists.
- 170.** There is no qualifying period which must be met before a student can be regarded as irreconcilably estranged (and, as noted above, Schedule 5, paragraph 2(1)(e) does not rule out contact even within a year before the year of assessment). But it is likely to be easier for a student to demonstrate that they are 'irreconcilably estranged' if the estrangement has endured for a significant length of time before the student applies for support. Care is needed where an estrangement is claimed to have started just before the student starts the course or during the course itself; difficulties could be caused by a student's wish to leave the parental home and enter higher education. SFW should decide whether such difficulties are temporary or transitional, or whether a genuine estrangement has occurred. The possibility of fraudulent or unsubstantiated claims of estrangement should always be borne in mind.
- 171.** What is the student's position if estrangement either starts or ends during the course of an academic year? The Regulations do not provide specifically for a student to acquire or lose independent status during the course of a year, nor do they provide for recalculation of an independent student's entitlement to support if the estrangement comes to an end during the course of the year. Therefore, in cases where SFW has accepted a student as being estranged from their parents at the start of the year in which payments of support fall due, and that estrangement ends during the year, the student retains independent status until the end of that year. In cases where a student is not considered to be estranged from their parents at the start of a year, the parental income should be taken into account in the assessment of the household contribution. If an estrangement subsequently occurs during the course of the year, the household contribution assessed at the beginning of the year stands.

Dependent students

Parental income

Reference to 'parent' – natural/adoptive parents and co-habiting partners

- 172.** Depending on the year the student started their course, the residual income of the natural / adoptive parent's partner may need to be included in the household income assessment for student support (see table at paragraph 22 - also noting the provision covering 'end-on' courses and transfers). References to 'parent' in this guidance should be taken to also mean the partner of the student's natural / adoptive parent where applicable. Administrators should refer to paragraphs 180 and 181 on how to identify a co-habiting partner.

Parents who are separated

- 173.** The parental income is usually based on the parents' joint income. But where SFW determines that the parents are separated, Schedule 5, paragraph 5(10) allows SFW discretion as to which parent's income should be assessed. This will normally be the parent with whom the student lives. Where parents have separated during the year in respect of which the student's resources fall to be assessed, the parental income should be assessed on a pro-rata basis taking the parents' joint income for such time

as the parents were living together (Schedule 5, paragraph 5(11)). **For the purposes of satisfying themselves that the parent is now single, the types of evidence which can be requested, are not limited to, but include the following; A Decree Nisi, a Council tax bill showing single occupancy discount of 25% or a solicitor's letter confirming the marital status.**

174. Where parents separate, but continue to live under the same roof, SFW may determine that the parents are now effectively residing in separate households

Parents with a partner

175. Parental income should be assessed on a pro-rata basis if the student's natural parents separate in the same year and the parent whose income was being assessed for a household contribution begins cohabiting with a new partner (including a same sex partner). The income assessment should include the natural parents' joint income for such time as they were living together, the natural parent's single income for such time as that parent was not cohabiting, and the joint income of the natural parent and their cohabiting partner for such time as they were cohabiting together.

Student's partner's income

176. Under Schedule 5, paragraph 3(2)(b), where an independent eligible student has a spouse, civil partner, or cohabiting partner of the same or the opposite sex, the partner's residual income may be included in the household income assessment to determine the contribution to the student's support. Schedule 5, paragraph 6 provides that the partner's residual income is calculated in the same way that the parent's residual income is calculated under Schedule 5, paragraph 5 (other than sub-paragraphs (9), (10), and (11) of paragraph 5 which do not apply). References to parent(s) in Schedule 5, paragraph 5 should be construed as references to the eligible student's partner (as applicable and in accordance with paragraph 22 of this guidance).
177. If an independent eligible student who is cohabiting (with a partner who is not a spouse or civil partner) turns 25 during the course of an academic year, that partner's income will not be taken into account for that academic year.
178. Where an independent eligible student aged 25 or over ceases to cohabit with a partner during an academic year, the partner's income for that year is assessed in accordance with Schedule 5, paragraph 6(3).
179. An independent eligible student's spouse or civil partner's residual income is normally taken into account where the student married or the civil partnership was formed before the start of the academic year. However, the spouse or civil partner's income is not taken into account where a child of the student or of a spouse or civil partner is an eligible student in respect of whom household income has been calculated by reference to the residual income of: (a) the student, (b) the spouse or civil partner; or (c) both (Schedule 5, paragraph 3(4)). The income is also not taken into account where SFW determines that they are separated for the duration of the academic year
180. Paragraph 6(3) of Schedule 5 provides that where it is determined that an eligible student and his or her partner have separated during the course of the relevant year, the partner's income is determined by reference to his/her income calculated under paragraph 6(1) divided by 52 and multiplied by the

number of weeks in the relevant year for which it is determined that the eligible student and the partner are not separated.

Advice on identifying a cohabiting couple

181. The application form includes a question on whether the student is living with a partner of the opposite sex as if they were husband and wife or with a partner of the same sex as if they were their civil partner. It directs students aged 25 or over to include information on their partner's income.

- Students aged 25 or over on the first day of the 2015/16 academic year are required to provide evidence of their opposite sex cohabiting partner's income.
- Students' parents are required to provide evidence of their same sex or opposite sex cohabiting partner's income.
- Where a student declares on their application form that they are single, SFW can accept that response and rely on the fact that the student has signed a declaration that the information provided is true and accurate.
- If, however, SFW wants to challenge a student or a parent to prove that they are single (where it has real suspicions that the student or parent is not being honest), or where a student or parent queries what is meant by 'cohabiting', SFW may want to take into consideration similar factors to those applied by Local Authorities and Jobcentre Plus on claims for social security benefits and the relevant fraud prevention processes in place.

182. Factors which could be taken into account include:

- Does the student spend the major part of their time in the same household as the person with whom they are in a relationship? If the student, parent or partner has a separate address where that person usually lives, they should not be considered to be cohabiting;
- Is one partner supported by the other or are household expenses shared? Where household expenses are shared, it is possible that rigidly sharing bills 50/50 may not imply cohabitation, whereas having a common fund for income and expenditure could;
- Is the relationship stable? An occasional or brief association should not be regarded as cohabiting;
- Do the couple have children? Where a student or a parent and their partner have had a child together and live in the same household there is a strong presumption of cohabitation;
- Does the student share a 'household' with another? Students commonly live in rented accommodation, sometimes with other students, sometimes as lodgers. A house can contain a number of separate households: if one person has exclusive occupation of separate accommodation from another, they will not be considered to be living in the same 'household'. Separate households might exist if there are independent financial arrangements, or if there are separate commitments for housing costs, even if the liability is to another person in the same premises.

Step 2 - Determining the taxable income

Year of assessment

- 183.** From AY 2009/10, the parental or partner's income for the tax year *prior* to the one that ended before the start of the academic year for which support is being assessed is taken into account. (Exceptions to this rule are set out in Schedule 5, paragraphs 5(3) and 5(4)). Therefore income for the tax year 2013/14 will be used in academic year 2015/16. See Schedule 5 paragraph 1 for definitions of 'prior financial year' and 'preceding financial year'.
- 184.** The student's income for the year in respect of which the student is applying for support is taken into account.

What is taxable income?

Schedule 5, paragraph 1(n) defines 'taxable income' for the student and, where applicable, their partner, and the student's natural/adoptive parents as:

- a. the total income on which a person is charged to income tax at Step 1 of the calculation in Section 23 of the Income Tax Act 2007. This means that deductions made from 'total income' by HMRC in respect of income tax reliefs at Step 2 of Section 23 (e.g. trade losses and pension contributions) and personal reliefs at Step 3 of Section 23 are **not** made when calculating 'taxable income' as defined in and Schedule 5, paragraph 1 (1)n.

Section 23 of the Income Tax Act 2007 covering Income Tax Liability can be accessed on the [legislation.gov.uk](http://www.legislation.gov.uk) website at:

<http://www.legislation.gov.uk/ukpga/2007/3/section/23>

- b. the **whole** amount of a payment or benefit mentioned in Section 401(1) of the Income Tax (Earnings and Pensions) Act 2003 e.g. a redundancy payment. The amount of a redundancy payment exceeding £30,000 is included in the total income on which a person is charged to income tax at Step 1 of the calculation in Section 23 of the Income Tax Act 2007. However, the first £30,000 of affected redundancy payments is not included in the total income on which a person is charged to income tax at Step 1 of Section 23. 'Taxable income' as defined in Schedule 5, paragraph 1(1)(n) includes the total amount of a redundancy payment.

Where the income tax legislation of a European Union (EU) member state or states applies, Schedule 5, paragraphs 1(1)(n)(ii) and 1(1)(n)(iii) define taxable income as the total income from all sources determined for the purposes of the legislation of that state, or where the legislation of more than one EU state applies, the state where the total income is the greater.

- 185.** It follows that income which is wholly exempt from income tax does not count towards the taxable income. In the case of income computed as for the purposes of UK tax law, exempt income includes income from:
- Awards for gallantry;
 - Damages for personal injury;
 - SAYE interest and bonuses;
 - Savings certificates and Government securities;
 - Scholarships, exhibitions, bursaries etc;

- Lump sums under term assurance, life, accident or medical insurance policies;
- Most social security and other benefits, including child benefit, housing benefit and in most cases income support ;
- Dividends, interest and bonuses on ISAs, PEPs and TESSAs;
- War service pensions;
- Premium bond prizes and winnings from gambling, for example football pools and National Lottery;
- Long service awards to employees;
- Wounds and disability pensions.

A list of what constitutes taxable income (income which is subject to tax) can be found in Annexes A and B and non-taxable income (income which is not subject to tax) in Annexes C and D. However, this is not intended to be an exhaustive list, but instead offers guidance on the types of income that fall under these categories.

- 186.** In the case of income computed as for the purposes of UK tax law, a person's income tax liability will in many cases be assessed under the rules relating to income from self employment and other non-employment income, or the rules relating to employment income. In the former case, a person's gross income from self employment may be certified by an accountant. In the latter, because the income will have been subjected to tax through Pay As You Earn (PAYE), the gross employment income can be ascertained from the person's PAYE year-end Forms P60 supplied by employers to employees. It should, however, be noted that in neither case will the 'taxable income' for the purposes of the Regulations be shown if there is income of the kinds mentioned in the previous paragraph, and, in the case of employed persons, P60s only relate to income from employments and do not include income from investments.
- 187.** Where a parent's / partner's income is not regarded as forming part of their income for the purposes of income tax legislation for the reasons in Schedule 5, paragraph 5(7) then that income is to be regarded as though it were part of the parent's / partner's income for the purposes of income tax legislation. This does not apply to the student.

Income from savings and investments

(Covers people taxed under the Income Tax Acts and not people taxed under the legislation of other Member States)

- 188.** Interest paid on bank, building society and authority savings, as well as dividend income from shares or investments, are subject to tax and should be counted as income for the purposes of the assessment. When calculating the interest from a bank or building society, the gross figure before any tax deductions should be counted as income. Dividends or interest from investment schemes may not actually be paid to the recipient at the time it arises but may simply be credited to or re-invested in their account with the scheme. Savings and investment schemes vary considerably in their terms and conditions, and so care is needed in determining when income has actually arisen and its amount. The following guidelines should be observed:
- a) Income arises only when it is placed at the disposal of the beneficiary;
 - b) Where a penalty has been incurred by taking income immediately, the amount of the income actually received (*i.e.* gross income less any penalty) should be counted as the income of the beneficiary once it is taken;

- c) Where such a penalty is avoided by waiting until the income can be taken in full; the income arises when it is at the beneficiary's disposal;
- d) If the beneficiary has to give notice before withdrawing interest, the income will be at his/her disposal when that notice has expired;
- e) Where the rules of the scheme prevent the withdrawal of income for a given period (which may be the full duration of a time-limited scheme), the income will not be at the beneficiary's disposal until the expiry of the period in question. This will be the case even if income is nominally credited to the beneficiary's account in the interim;
- f) In the case of accumulation units in Authorised Unit Trusts (AUTs) and Open Ended Investment Companies (OEICs) the income is treated as arising to the beneficiary on the distribution date, even though the income is reinvested.

Foster payments

- 189.** Payments made to foster carers for providing care are exempt from income tax if they fall below an individual threshold. Payments received above the threshold are taxable if they result in the carer making a 'profit' from fostering. Any income that results in the student making a 'profit' from fostering is subject to tax. Any payments that are regular or paid in a lump sum to the student by their parent(s) and which have been determined in a court of law under Schedule 1 of the Children's Act 1989 are exempt from tax. As a result, they should not be counted as part of the student's income. Further information on foster payments can be found on the Revenue and Customs website <https://www.gov.uk/foster-carers/help-with-the-cost-of-fostering>

University of Buckingham

- 190.** Assistance to students under the University's fee remission scheme does not constitute a payment or income for the purposes of Schedule 5, paragraph 4(1).

Deductions not to be made in determining taxable income

- 191.** Paragraph 5(1) of Schedule 5 provides that, in determining the taxable income of the student's parents (and where applicable their relevant partner), certain deductions/exemptions which are made for income tax purposes shall not be made for student support assessment purposes. The deductions/exemptions which are not to be made are in brief:
- a) Personal reliefs provided for in Chapter 1 of Part VII of the Income and Corporation Taxes Act 1988, or any comparable reliefs in the case of income computed as for the purposes of the tax laws of another EU member state. In respect of UK tax law, these personal reliefs are, at the time of writing:
 - Personal allowances;
 - Married couples' allowances for those couples where one partner was born before 6th April 1935;
 - Blind person's allowance; and
 - Children's tax credit to 3rd April 2004.

It follows therefore, that deductions which attract tax relief but do not fall within Chapter 1 of Part VII of the Income and Corporation Taxes Act 1988 are disregarded from parental income.

Deductions/exemptions pursuant to any law under which payments which would otherwise form part of a person's income under UK law are not treated as income.

- 192.** Once the taxable income has been determined as above, the parents', parent's partner's or student's partner's residual income in any year is calculated by making deductions from it in accordance with paragraph 5(2) of Schedule 5. The student's residual income is determined by making deductions from their taxable income in accordance with paragraph 4(1) of Schedule 5. A deduction under Schedule 5, paragraph 3(3) may be made from the aggregate of the various amounts of residual income when determining household income (see step 3 below).

Step 3 - Calculation of residual income and household income

Deductions from parental, parent's partner's or student's partner's taxable income

- 193.** Schedule 5, paragraph 5(2), prescribes the deductions that may be made from taxable income for the purpose of determining a parent's residual income. These are:
- The gross amount of certain pension premiums (not in respect of pensions payable under a life assurance policy) that qualify for tax relief and certain equivalent payments— see Schedule 5, paragraph 5(2)(a) and (b).
 - Where the parent is an eligible student or holds a statutory award, the sum of £1,130. Schedule 5, paragraph 5(2)(c).
 - Since 1st September 2009, pension income paid to an ex-partner under an attachment order made pursuant either to the Matrimonial Causes Act 1973 or the Civil Partnership Act 2004 is excluded from the income taken into account for the means test for student support. Conversely, those students whose household income is in receipt of income under a pension arrangement made under an attachment order pursuant to the above legislation are required to include it in the means test for support. This ensures that pension income that is not available to a household is not included in the means test. This applies to both new and continuing students.

Deductions from the student's taxable income

- 194.** Schedule 5, paragraph 4(1) lists the payments that may be deducted from taxable income for the purposes of determining a student's residual income unless they have already been deducted for the purposes of determining taxable income.
- Schedule 5, paragraph 4(1)(a) provides that any earnings that the student makes from employment undertaken during any academic year of his course are deducted. However, where the student is on leave of absence from the employer or relieved of their normal duties in order to undertake a HE course, any salary or wages they receive in respect of the period or periods for which they are released or relieved should not be deducted from taxable income but counted as income for assessment purposes.

Leave of absence may be for the whole academic year, part of the academic year, or for individual days. Therefore if a student attends

their workplace for part of the week and is on leave of absence to attend their course for the rest of the week, it is only the pay they receive for the days on which they are released that should be taken into account in the main means test and not the pay they receive for the days when they are attending work.

- Schedule 5, paragraph 4(1)(b) provides that the gross amount of certain pension payments (apart from pension payments under a life insurance policy) which are subject to tax relief under UK legislation and certain equivalent payments can be deducted from the student's taxable income

Teacher training bursaries

- 195.** Teacher training bursaries are available from the Welsh Government (Teaching Agency, an executive agency of the Department for Education (DfE), in England) for eligible students on postgraduate courses which lead to qualified teacher status (QTS). Students are eligible provided that they do not already hold qualified teacher status and are not employed as a teacher in a school or a FE or HE institution. As the bursary is non-taxable, under the 'new system' the whole amount will be ignored when assessing student income. There is no longer the requirement to have a specific disregard in the Regulations. Further information about bursaries can be found at:

www.teachertrainingwales.org

Financial obligations incurred by the student before the course start

- 196.** Financial obligations incurred by the student before the start of or during the course are not disregarded.

Maintenance payments received by the household

- 197.** Maintenance payments are not normally subject to tax and therefore should not be taken into account when determining taxable income. There is no longer a provision in the Regulations to treat maintenance payments received by the student's parent, parent's partner or partner (as appropriate) for the benefit of the children as part of the taxable income.

Maintenance payments paid out by the household

- 198.** Taxable income should not be reduced to take account of maintenance payments paid by the student for the benefit of a child.

Maintenance payments and the Dependants' Grant means test

- 199.** Maintenance payments must still be taken into account in the calculation of dependants' income for the purpose of assessing a student's entitlement to any Dependants' Grant. Where a student receives maintenance payments under an agreement that expressly or implicitly requires that these payments are to be made for the benefit of the student's child, this income should be treated as the child's income and taken into account in the Dependants' Grant means test.

Self-assessment

- 200.** Self-assessment mainly affects the self-employed, people deriving income as partners in a business, and employees who are higher rate tax payers. Taxpayers are required to preserve the records needed to make a correct and complete tax return for the relevant period. Tax is assessed on the

business profits of an accounting period ending in the current tax year rather than, as previously, the preceding one.

Finalising the parental income

- 201.** The submission by the taxpayer to HMRC of a completed self-assessment return creates the legal charge to tax. SFW should base their determination of the parental income for the financial year on the self-assessment return made by the parent to HMRC and ensure that the income figures submitted to them match those on the return.
- 202.** The dates for returning the completed tax forms to HMRC are 30 September for those wanting HMRC to calculate their tax and 31 January for those working out their tax independently. This means that those involved in self-assessment should now have the actual figures for the prior year's tax income available and this can be used regardless of the point in the academic year that they apply.
- 203.** If SFW is unsure of any self-assessment cases, they can send them to HMRC for cross-checking.

Treatment of capital allowances

- 204.** Capital allowances enable the costs of capital assets to be written off against a business's taxable profits. The tax allowances may be claimed for expenditure on assets such as industrial and agricultural buildings, and general business equipment such as vehicles and computers. The rate for buildings is normally 4% of the expenditure a year. The rate for plant and machinery is normally 25% a year (reducing balance basis), and there are special incentive rates for smaller businesses. Most capital allowances are claimed in the tax return with the deadline the same for making or amending a tax return.

Current-year assessments

- 205.** Where SFW are satisfied that the residual parental income in the tax year beginning immediately before the academic year to which the support application ("current tax year") relates is likely to be not more than 85% of their residual income in the tax year prior to the one immediately preceding that academic year, Schedule 5, paragraph 5(3) allows for the residual parental income to be calculated by reference to the current tax year. This *must* be done to enable the student to attend the course without hardship. The current-year assessment will then be based on the parents' estimated residual income. In difficult cases where the SLC cannot make a reasonable estimate, it may wish to consider making a provisional payment or payments, until the student has provided sufficient information to enable a reasonable estimate to be made.
- 206.** It is the Welsh Government's view, that once the SLC has exercised its discretion to make a current-year assessment, it cannot reverse its decision if it later transpires that the residual parental income in the current tax year is more than 85% of their income in the prior tax year. Where the assessment is initially based on provisional income figures, any later adjustment made in the light of more up-to-date information should be made on a current-year basis.
- 207.** Where a parental contribution is assessed on a current-year basis for one year of the course, this will revert to a preceding year assessment for the subsequent year of the course (unless there is another drop in income). This will mean that the same income might well be used to assess the

parents' contribution for two consecutive years. Where a current year income assessment is requested in two subsequent years, the current year income in the second year will be compared to the previous year income (i.e. the income which was used as the current year income in the previous academic year) rather than the prior year income in order to ascertain if there has been a 15% drop in income.

- 208.** Under Schedule 5, paragraph 5(4), in an academic year immediately following one in which the parental income of the current financial year has been assessed, SLC must calculate entitlement using the income of the financial year that precedes the academic year being applied for, rather than the financial year that ended prior to the start of the preceding financial year.
- 209.** Students have a right to a full and clear explanation of how their support is being calculated. In all cases where the SLC is considering exercising its discretion under Schedule 5, paragraphs 5(3) and 5(4) to make a current year assessment, it should advise the student and parents of how their contribution is to be assessed and how this will affect the amount of contribution they are assessed to make.

Self-employed parents

- 210.** Where authorities are satisfied that the parent's income is wholly or mainly derived from the profits of a business or profession, Schedule 5, paragraph 5(6) provides for the prior financial year to be taken as the accounting year which ends in the financial year prior to that preceding the academic year in respect of which the student is being assessed for support.
- 211.** For example, a student's academic year commences in September 2015. The student's parents are self-employed and their accounting year ends 30th June each year. The parents' income is therefore assessed according to profits or losses made in the accounting year running from 1st July 2012 to 30th June 2013. (This is the parents' accounting year that ends in the financial year ending 5th April 2014.)
- 212.** SFW should ensure that the necessary accounts relating to the business or profession support the information given on the application for student support.

Step 4 - Calculate any entitlement and / or contribution to student support

- 213.** Once the residual income has been calculated for each person whose income has to be taken into account for the purposes of the household income calculation, each amount of residual income is added together.
- 214.** Any deduction permitted under paragraph (3)(3) of Schedule 5 is made from this aggregate amount in order to give the household income for the academic year.
- 215.** Under paragraph 3(3) of Schedule 5 a deduction of £1,130 is permitted:
- For each child who is wholly or mainly financially dependent on the eligible student or eligible student's partner (as defined in Schedule 5).
 - For each child other than the eligible student who is wholly or mainly financially dependent on the eligible student's parent or the eligible

student's parent's partner whose residual income is being taken into account.

216. It is from this household income that:

- the amount of Maintenance or Special Support Grant payable to qualifying current system students is calculated (see Annex H for related figures);
- Contribution towards the student's support is calculated (see below).

“New system” students who are neither 2010, 2011 nor 2012 cohort’.

217. For all ‘new system’ students who are neither 2010, 2011 nor 2012 cohort, there will be a contribution of £1 for every complete £8.97 by which the household income exceeds £39,778 (Schedule 5, paragraph 9(1)). There will be no minimum contribution but the maximum contribution is £6,208.

‘2010 cohort’ students

218. For all ‘2010 cohort’ students, there will be a contribution of £1 for every complete £5 by which the household income exceeds £50,753 (Schedule 5, paragraph 8(2)). There will be no minimum contribution but the maximum contribution is £6,208.

‘2011 cohort’ students

219. For all ‘2011 cohort’ students, there will be a contribution of £1 for every complete £5 by which the household income exceeds £50,488 (Schedule 5, paragraph 8(3)). There will be no minimum contribution but the maximum contribution is £6,208.

‘2012 cohort’ students

220. For all ‘2012 cohort’ students, there will be a contribution of £1 for every complete £5 by which the household income exceeds £50,753 (Schedule 5, paragraph 8(2)). There will be no minimum contribution but the maximum contribution is £6,208.

221. The means-testing arrangements for all ‘new system’ students (all cohort groups) who are independent and do not have a partner (within the meaning of the Regulations) will be the same as for all other students.

Case Study: ‘new system’ independent students without a partner

- **Student A** is 26 years old, lives alone and started an HE course at Northumbria University in September 2015. The student has worked for the police force since leaving school at 16 and is now being released by the employer to take a law degree. Student A will continue to receive a basic salary of £18,000 pa whilst on the course, and will therefore receive a full Welsh Government Learning Grant for living costs of £5,161 (‘2012 cohort’ rate) as the household income is less than £18,370.

Deducting the contribution from the support

'New system' students who are neither 2010, 2011 nor 2012 cohort

- 222.** Under Regulation 61 where the household income exceeds £39,778, the contribution is offset, in turn, against one or more of the following:
- Grants for dependants (where applicable, and in the following order); adult dependants' grant; childcare grant; parents' learning allowance.
 - Loans for living costs but only the first 25%; and not if a lower rate of loan applies under Regulation 61.
 - Grant for Travel.
- 223.** That is to say, the contribution is first deducted from the grant for dependants; if it exceeds that grant, the excess is then deducted from the means tested quarter of the loan for living costs and so on until, if the contribution is large enough, it cancels out the grants for dependants, a quarter of the loan, and the travel grant. It cannot cancel out more of the loan (if the loan is income assessed at all) than is indicated by the minima calculated under Regulation 61.

Deducting the contribution from the support – '2010 cohort' students

- 224.** Under Regulation 61 where the household income exceeds £50,753, the contribution is offset, in turn, against one or more of the following:
- Grants for dependants (where applicable, and in the following order); adult dependants' grant; childcare grant; parents' learning allowance.
 - Loans for living costs but only the first 25%; and not if a lower rate of loan applies under Regulation 61.
 - Grant for Travel.
- 225.** That is to say, the contribution is first deducted from the grant for dependants; if it exceeds that grant, the excess is then deducted from the means tested quarter of the loan for living costs and so on until, if the contribution is large enough, it cancels out the grants for dependants, a quarter of the loan, and the travel grant. It cannot cancel out more of the loan (if the loan is income assessed at all) than is indicated by the minimal calculated under Regulation 61.

Deducting the contribution from the support – '2011 cohort' students

- 226.** Under Regulation 61 where the household income exceeds £50,488, the contribution is offset, in turn, against one or more of the following:
- Grants for dependants (where applicable, and in the following order); adult dependants' grant; childcare grant; parents' learning allowance.
 - Loans for living costs but only the first 25%; and not if a lower rate of loan applies under Regulation 61.
 - Grant for Travel.
- 227.** That is to say, the contribution is first deducted from the grant for dependants; if it exceeds that grant, the excess is then deducted from the means tested quarter of the loan for living costs and so on until, if the contribution is large enough, it cancels out the grants for dependants, a quarter of the loan, and the travel grant. It cannot cancel out more of the

loan (if the loan is income assessed at all) than is indicated by the minima calculated under Regulation 61.

Deducting the contribution from the support – ‘2012 cohort’ students

228. Under Regulation 61 where the household income exceeds £50,753, the contribution is offset, in turn, against one or more of the following:

- Grants for dependants (where applicable, and in the following order); adult dependants’ grant; childcare grant; parents’ learning allowance.
- Loans for living costs but only the first 25%; and not if a lower rate of loan applies under Regulation 61.
- Grant for Travel.

That is to say, the contribution is first deducted from the grant for dependants; if it exceeds that grant, the excess is then deducted from the means tested quarter of the loan for living costs and so on until, if the contribution is large enough, it cancels out the grants for dependants, a quarter of the loan, and the travel grant. It cannot cancel out more of the loan (if the loan is income assessed at all) than is indicated by the minima calculated under Regulation 61.

Families with two or more award holders (split contributions)

General

229. Paragraph 9 of Schedule 5 provides that where a contribution is payable in relation to two or more eligible new system students in respect of the same parental residual income under paragraph 5, (or under paragraphs 5 and 7 if the relevant parent’s partner’s residual income is taken into account); or where the household income consists of the residual income of an independent eligible student and partner both hold a statutory award, the aggregate contributions must not exceed £6,208.

230. Care should be taken to ensure that in appropriate cases regard is had for the income of the partner (as defined in Schedule 5 to the Regulations) of the parent on whom a student is deemed dependent (see table at paragraph 22 of this guidance chapter). Care must also be taken to ensure that in appropriate cases regard is had for the income of the eligible student’s partner (as defined in Schedule 5 to the Regulations).

A contribution is payable in relation to an eligible student who is not an independent eligible student. Eligible student has no residual income

231. Where;

- more than one child of the eligible student’s parents;
- the eligible student’s parent; or
- the eligible student’s parent’s partner

is eligible to apply for an award not paid under the Regulations or the Education (Mandatory Awards) Regulations 2003 nor section 63 of the Health Services and Public Health Act 1968, the amount of contribution payable in respect of the eligible student will be the proportion of the household contribution calculated under paragraph 8 of Schedule 5 that the SLC considers just. In determining what proportion of contribution is just, SFW must consult any other authority involved and have regard to the

application of paragraph 7 of Schedule 5 to new eligible students (as defined by paragraph 1 of Schedule 5) and existing students (Schedule 5, paragraph 9)

232. Subject to paragraphs 229-230 above, in any year in which more than one child of the eligible student's parent is:

- a student and holds an award under the Regulations; or
- eligible to apply for an award under the Education (Mandatory Awards) Regulations 2003 or an award under section 63 of the Health Services and Public Health Act 1968,

the contribution payable in respect of the eligible student is the amount of contribution calculated under paragraph 8 of Schedule 5 divided by the number of children holding relevant awards (Schedule 5, paragraph 9)

If apportioning equally leaves any contribution unapplied against the eligible student's award, the remaining contribution should be disregarded. Leftover contribution from the assessment of a student is no longer applied to the support of any other student in the household.

233. Despite paragraph 231 in any case where:

- the eligible student's parent whose income is assessed under Schedule 5 has a partner;
- the residual income of that parent is taken into account in calculating the contribution payable in respect of more than one eligible student who is the child of the parent or partner; and
- the amount of contribution payable in respect of each eligible student is different,

the contribution in respect of an eligible student is the amount of contribution calculated under paragraph 8 of Schedule 5 divided by the number of eligible students in relation to whom a contribution is payable and the parent's residual income has been taken into account in determining the amount of that contribution.

Where the contribution is not extinguished by applying it to the eligible student's support, the remainder of the contribution is disregarded. It is not applied to the statutory awards of any other eligible student.

More than one child who is an eligible student and any of those children have residual income greater than nil

(Case studies 7-8, Annex G)

234. Despite 231 above, where a contribution taking into account the residual income of the eligible student's parent is payable in respect of more than one child of that parent or the parent's partner and the residual income of any such eligible student is greater than nil, the contribution in relation to each eligible student in the household is calculated as follows (Schedule 5, paragraph 9)

- Calculate the contribution payable in respect of the student by reference to household income based only on the parent(s) or parent and parent's partner's income but otherwise in accordance with Schedule 5.

- Apportion this contribution in accordance with paragraph 9 of Schedule 5.
- Add the student's own income calculated under paragraph 4 of Schedule 5 to the parental or parent and parent's partner's income calculated under paragraphs 5 and 7 ("amount B").
- Deduct from amount B the amount by which the parental or parent and parent's partners' income calculated under paragraphs 5 and 7 exceeds £39,778 if the eligible student is a 'new system' student who is neither 2010, 2011, nor 2012 cohort, £50,753 if the eligible student is a '2010 cohort' student, £50,488 if the eligible student is a '2011 cohort' student or £50,753 if the eligible student is a '2012 cohort' student (the remaining amount is "amount C").
- Calculate an additional contribution for the eligible student based on amount C. The contribution is calculated at the rate of £1 for every £8.97 by which amount C exceeds £39,778 in the case of a 'new system' student who is neither 2010, 2011 nor 2012 cohort, £1 for every £5 by which amount C exceeds £50,753 in the case of a '2010 cohort' student, £1 for every £5 by which amount C exceeds £50,488 in the case of a '2011 cohort' student or £1 for every £5 by which amount C exceeds £50,753 in the case of a '2012 cohort' student.

A contribution is payable in respect of an independent eligible student

- 235.** Where a contribution is payable under paragraph 8 in relation to an independent eligible student with a partner (as defined in paragraph 1(i) of Schedule 5), the contribution is payable as follows:
- (a) For any year in which the independent eligible student's partner holds a statutory award which is not an award referred to in paragraph 9 of Schedule 5), the contribution payable in respect of the independent eligible student, as calculated under paragraph 8 of Schedule 5, is the proportion of the contribution calculated under paragraph 8 that SFW considers just. In determining what proportion is just, SFW must consult any other authority involved;
 - (b) For any year in which the independent eligible student's partner holds a statutory award which is referred to in (paragraph 10 of Schedule 5), the contribution payable in respect of the independent eligible student is to be one half of the contribution calculated under paragraph 8 or 9.
- 236.** Where the contribution is reduced in accordance with (b) and is not extinguished by applying it to the independent eligible student's own statutory award, the balance is disregarded. It is not applied to the statutory awards of any other student.

Worked examples

- 237.** Where there is more than one statutory award holder in a household, and one quits mid-year, the student or students in the household who remain in higher education are not reassessed. Therefore the amount of contribution applied to the means-tested support of the student or students who remain in education will not change.

Example

1. Student A and Student B are both eligible 'new system' students (any cohort) under the Student Support Regulations.

2. The applicable loan rate is £5,376.
3. Assessed parental contribution is £2,000 split equally between the two students (£1,000 each).
4. Maximum amount of loan available per student is £4,376 (£5,376 - £1,000).

Student A quits at the end of February

Student A only received two instalments of loan for living costs. Amount of contribution applicable to loan for living costs in case of Student A is £1,000. As Student A has not received one third of the loan for which he was originally assessed, one third of £1,000 contribution (£334) has not been absorbed. The £334 leftover contribution is *not* applied to the remaining means-tested support of student B.

Annex A

TAXABLE INCOME

- Interest from a bank, building society or local authority;
- Interest from National Savings (other than first £70 of National Savings Ordinary Account interest) and Investments;
- Interest distributions from authorised unit trusts and open-ended investment companies;
- Dividends from shares, UK authorised unit trusts and open-ended investment companies;
- Private pensions, i.e. pensions from previous employers, personal pensions, retirement annuities;
- Earning from employment;
- Earnings from self-employment after deduction of allowable expenses;
- Rent from letting property;
- Income from trust funds;
- Chargeable event gains from life insurance policies;
- Income from outside the UK;
- Share of joint income.

Annex B

TAXABLE SOCIAL SECURITY BENEFITS

- Bereavement Allowance – (replaced Widow’s Pension from 09/04/01 although WP is still paid to widows whose entitlement arose before 09/04/01);
- Bereavement Benefit
- Carer’s Allowance
- Employment Support Allowance (Contributory based only as income based is not taxable)
- Income Support when paid to strikers or people involved in a trade dispute;
- Payments of Incapacity Benefit over 28 weeks;
- Pensions payable under the Industrial Death Benefit Scheme;
- Jobseekers Allowance;
- Retirement Pension;
- Statutory Adoption Pay
- Statutory Sick Pay;
- Statutory Maternity Pay;
- Statutory Paternity Pay
- Widowed Parent’s Allowance.

Annex C

NON-TAXABLE INCOME

- Income from tax-free National Savings and Investments, e.g. savings certificates;
- Interest, dividends and other income from investments held in a Personal Equity Plan, (PEP);
- Interest, dividends and bonuses from a Tax Exempt Special Savings Account (TESSA), unless it was closed before the five years were up;
- Interest, dividends and other income from an Individual Savings Account (ISA);
- Interest and terminal bonuses under Save As You Earn schemes;
- Premium Bonds, National Lottery winnings or gambling prizes;
- Child and Working Tax Credits;
- Income from a scholarship, exhibition, bursary or similar educational endowment.

Annex D

NON-TAXABLE SOCIAL SECURITY BENEFITS AND CREDITS

- Attendance Allowance;
- Back to Work Bonuses;
- Bereavement Payment – replaced Widow’s Payment from 09/04/01;
- Child Benefit;
- Child’s Special Allowance;
- Cold Weather Payments;
- Council Tax Benefit – administered by local authorities;
- Constant Attendance Allowance – see industrial disablement benefit;
- Disability Living Allowance;
- Disabled Person’s Tax Credit, now part of Working Tax Credit;
- Employment Support Allowance (Income based only)
- Exceptionally Severe Disablement Allowance;
- Guardian’s Allowance;
- Housing Benefit;
- Incapacity Benefit for the first 28 weeks of entitlement;
- Income Support – most payments;
- Industrial Injuries Benefit – a general term covering industrial injuries pension, reduced earnings allowance, retirement allowance, constant attendance allowance and exceptionally severe disablement allowance;
- Invalidity Benefit – replaced by Incapacity Benefit from April 1995 but still payable where invalidity commenced before April 1995;
- Maternity Allowance;
- Pensioner’s Christmas Bonus;
- Social Fund payments to people on a low income to help with maternity expenses, funeral costs, financial crises and community care grants and any interest free loans paid out;
- War widow’s pension;
- Winter Fuel payment.
- Armed Forces Independence Payment (from April 2013)
- Personal Independence Payments (from April 2013)
- Universal Credit (from April 2013)

Annex E

WORKED EXAMPLE – ‘new system’ students who are neither 2010, 2011 nor 2012 cohort

Student A

Student A is 22 years old and started a four year BA Honours Degree in September 2009. She has had to repeat some years of study. She is studying the final year of her course in 2015/16. She lives away from home, outside London and has no income. The parents have joint earnings of £45,000. They contribute £4,000 a year into a stakeholder pension and have no other children.

General Means-Test

Step 1 – Determine whose income should be included in the household income assessment

Student and her parents

Step 2 – Determine the taxable income of those assessed for a contribution – in this case the student (£0) and parents (£45,000);

Step 3 – Make permitted deductions – pension premium of £4,000.

$$£45,000 - £4,000 = £41,000$$

Step 4 – Calculate contribution based on household income

$$£41,000 - £39,778 = £1,222$$

$$£1,222 / 8.97 = £136.23$$

The assessed contribution for Student A will be £136 (rounded down to the nearest pound)

Student A will receive an ‘elsewhere’ rate of loan for living costs of £4,844 (£4,980 - £136)

WORKED EXAMPLES – ‘2010 cohort’ students

Student A

Student A is 21 years old and started a four year BA Honours Degree in September 2010. They are studying the final year of their course in 2015/16. The student lives away from home, outside London and has no income. The student’s parents have joint earnings of £65,000. They contribute £4,000 a year into a stakeholder pension and have no other children.

General Means-Test

Step 1 – Determine whose income should be included in the household income assessment

Student and parents

Step 2 – Determine taxable income of those assessed for a contribution – in this case the student (£0) and parents (£65,000);

Step 3 – Make permitted deductions – pension premium of £4,000.

$$£65,000 - £4,000 = £61,000$$

Step 4 – Calculate contribution based on household income

$$£61,000 - £50,753 = £10,247$$

$$£10,247/5 = £2,049.40$$

The assessed contribution for Student A is £2,049 (rounded down to the nearest pound).

Student A will receive an 'elsewhere' rate of loan for living costs of £3,775 (£4,980 - £1,205 (the maximum means tested maintenance loan)). The 25% income assessed loan of £1,986 has been assessed away, and the remaining contribution is discarded.

Student B

Student B is married with one child, lives at home and started a four year degree course in September 2010. AY 2015/16 is the final year. The student has no income, but the husband earns £55,000 p.a. and contributes £2,500 a year to a stakeholder pension.

Step 1 – Determine whose income should be included in the household income assessment

Student and husband

Step 2 – Determine taxable income of those assessed for a contribution – in this case the husband's income (£55,000).

Step 3 – Make permitted deductions - pension premium of £2,500 and £1,130 disregard for dependent child;

$$\text{Student} = £0$$

$$\text{Husband } £55,000 - (£2,500 + £1,130)$$

$$\text{Total} = £51,370$$

Step 4 – Calculate contribution based on the household income of £51,370.

$$£51,370 - £50,753 = £617$$

$$£617/5 = £123.40 \text{ (rounded down to } £123)$$

Student B will receive a 'living elsewhere' final year rate of loan for living costs of £4,857 (£4,980 - £123).

WORKED EXAMPLES – ‘2011 cohort’ students

Student A

Student A is 21 years old and starts a 4 year BA Honours Degree in September 2011 and is therefore in the final year in 2015/16. The student lives away from home, outside London and has no income. The student's parents have joint earnings of £65,000. They contribute £4,000 a year into a stakeholder pension and have no other children.

General Means-Test

Step 1 – Determine whose income should be included in the household income assessment

Student and parents

Step 2 – Determine taxable income of those assessed for a contribution – in this case, the student (£0) and parents (£65,000);

Step 3 – Make permitted deductions – pension premium of £4,000.

$$£65,000 - £4,000 = £61,000$$

Step 4 – Calculate contribution based on household income

$$£61,000 - £50,488 = £10,512$$

$$£10,512/5 = £2,102.40$$

The assessed contribution for Student A will be £2,102 (rounded down to the nearest pound)

Student A will receive an 'elsewhere' final year rate of loan for living costs of £3,775 (£4,980 - £1,205). The 25% income assessed loan of £1,205 has been assessed away, and the remaining contribution is discarded.

Student B

Student B is married with one child, lives at home and started a 4 year degree course in September 2011. The student has no income, but her husband earns £55,000 p.a. and contributes £2,500 a year to a stakeholder pension.

Step 1 – Determine whose income should be included in the household income assessment

Student and husband

Step 2 – Determine taxable income of those assessed for a contribution – in this case the husband's income (£55,000).

Step 3 – Make permitted deductions - pension premium of £2,500 and £1,130 disregard for dependent child;

$$\text{Student} = £0$$

$$\text{Husband } £55,000 - (£2,500 + £1,130)$$

$$\text{Total} = £51,370$$

Step 4 – Calculate contribution based on the household income of £51,370.

$$£ 51,370 - £50,488 = £882$$

$$£882/5 = £176.40 \text{ (rounded down to } £176)$$

Student B will receive a 'living elsewhere' rate of loan for living costs of £4,804 (£4,980 - £176).

WORKED EXAMPLES – '2012 cohort' students

Student A

Student A is 21 years old and starts a 4 year BSc Honours Degree in September 2012. The student lives away from home, outside London and has no income. The student's parents have joint earnings of £61,000. They contribute £3,000 a year into a stakeholder pension and have no other children.

General Means-Test

Step 1 – Determine whose income should be included in the household income assessment

Student and parents

Step 2 – Determine taxable income of those assessed for a contribution – in this case, the student (£0) and parents (£61,000);

Step 3 – Make permitted deductions – pension premium of £3,000.

$$£61,000 - £3,000 = £58,000$$

Step 4 – Calculate contribution based on household income

$$£58,000 - £50,753 = £7,247$$

$$£7,247/5 = £1,449.40$$

The assessed contribution for Student A will be £1,449 (rounded down to the nearest pound)

Student A will receive an 'elsewhere' rate of loan for living costs of £4,076 (£5,376 - £1,300). The 25% income assessed loan of £1,300 has been assessed away, and the remaining contribution is discarded.

Student B

Student B is married with one child, lives at home and started a degree course in September 2013. The student has no income, but her husband earns £55,000 p.a. and contributes £2,000 a year to a stakeholder pension.

Step 1 – Determine whose income should be included in the household income assessment

Student and husband

Step 2 – Determine taxable income of those assessed for a contribution – in this case the husband's income (£55,000).

Step 3 – Make permitted deductions - pension premium of £2,000 and £1,130 disregard for dependent child;

Student = £0

Husband £55,000 – (£2,000 + £1,130)

Total = £51,870

Step 4 – Calculate contribution based on the household income of £51,870.

£ 51,870 - £50,753 = £1,117

£1,117/5 = £223.40 (rounded down to £223)

Student B will receive a 'living elsewhere' rate of loan for living costs of £5,153
(£5,376 - £223)

Annex F

CALCULATION OF EXTRA WEEKS' LOAN

Regulation 61 provides for students to receive an extra amount of loan when a student attends their course for more than 30 weeks and 3 days. The loan amount is increased for each week or part week of attendance after the student has attended for 30 weeks and 3 days. (The short vacations should not be included in the calculation of extra weeks' loan.)

The following table sets out the number of weeks for which the extra loan should be paid when a student attends full or part weeks after 30 weeks and 3 days attendance.

Full weeks attended	Part weeks attended (after 30 weeks and 3 days attendance)	No. of weeks for which <u>extra</u> loan is payable
Between 30 weeks 4 days and 31 weeks 3 days	Between 1 and 7 days	1 week
Between 31 weeks 4 days and 32 weeks 3 days	Between 8 and 14 days	2 weeks
Between 32 weeks 4 days and 33 weeks 3 days	Between 15 and 21 days	3 weeks
Between 33 weeks 4 days and 34 weeks 3 days	Between 22 and 28 days	4 weeks
Between 34 weeks 4 days and 35 weeks 3 days	Between 29 and 35 days	5 weeks
Between 35 weeks 4 days and 36 weeks 3 days	Between 36 and 42 days	6 weeks
Between 36 weeks 4 days and 37 weeks 3 days	Between 43 and 49 days	7 weeks
Between 37 weeks 4 days and 38 weeks 3 days	Between 50 and 56 days	8 weeks
Between 38 weeks 4 days and 39 weeks 3 days	Between 57 and 63 days	9 weeks
Between 39 weeks 4 days and 40 weeks 3 days	Between 64 and 70 days	10 weeks
Between 40 weeks 4 days and 41 weeks 3 days	Between 71 and 77 days	11 weeks
Between 41 weeks 4 days and 42 weeks 3 days	Between 78 and 84 days	12 weeks
Between 42 weeks 4 days and 43 weeks 3 days	Between 85 and 91 days	13 weeks
Between 43 weeks 4 days and 44 weeks 3 days	Between 92 and 98 days	14 weeks
Between 44 weeks 4 days and 44 weeks and 6 days	Between 99 and 101 days	15 weeks
45 weeks and over	102 days +	22 weeks

Annex G

FAMILIES WITH TWO OR MORE AWARD HOLDERS (SPLIT CONTRIBUTIONS): – CASE STUDIES

Please note, for each case study if not indicated £1,130 has been deducted for each additional dependent child when calculating the contribution.

MT : means tested support

Income thresholds

- 'New system' students who are not 2010 cohort - £39,778 for all students.
- '2010 cohort' students - £50,753 for all students.
- '2011 cohort' students - £50,488 for all students.
- '2012 cohort' students - £50,753 for all students.

Case Study 1

'2012 cohort' students

Case Study 2

'2011 cohort' students

Case Study 3

'2010 cohort'

Case Study 4

'New system' students only (not 2010, 2011 or 2012 cohort)

Case Studies 5 - 6

'new system' students only (combination of cohort groups)

Case Study 7

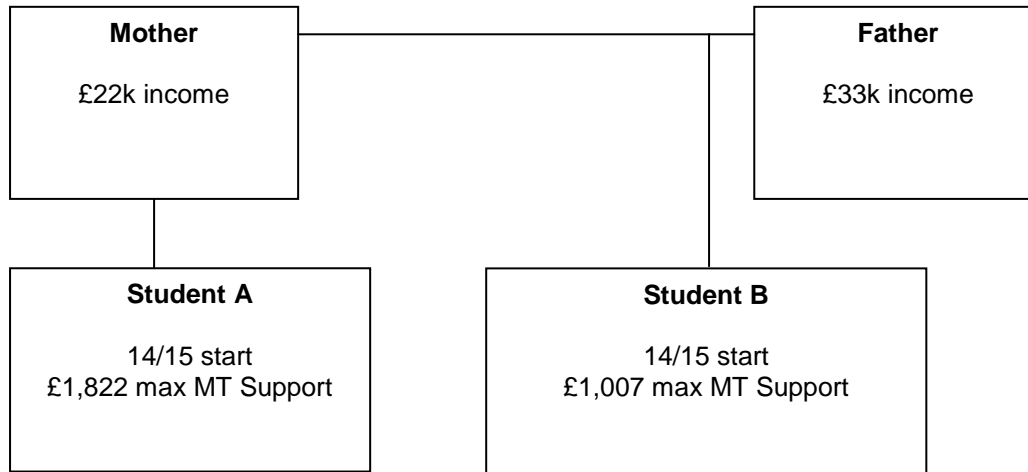
'New system' students, including '2010 cohort' with income

Case Study 8

'New system' students, including a parent student with income

Case Study 1 – ‘2012 cohort’

Two students, one studying in London, the other living at home, both started their courses in AY 2014/15.



Parental contribution

£55,000 (less £1,130 disregard for additional eligible student) = £53,870

Students A and B

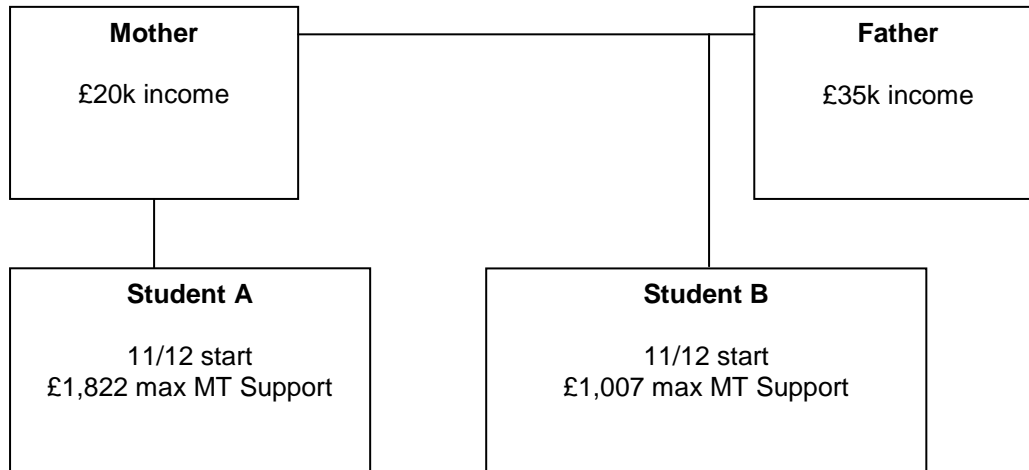
£53,870 - £50,753 = £3,117

£3,117 / 5 = £623 contribution.

	Student A	Student B
Joint parental contribution (£623)	£311	£311
Maximum means-tested support	£1,822	£1,007
Total contribution applied (£622)	£311	£311
Means-tested support remaining	£1,511	£696

Case Study 2 – ‘2011 cohort’

Two students, one studying in London, the other living at home, both started their courses in AY 2011/12.



Parental contribution

£55,000 (less £1,130 disregard for additional eligible student) = £53,870

Students A and B

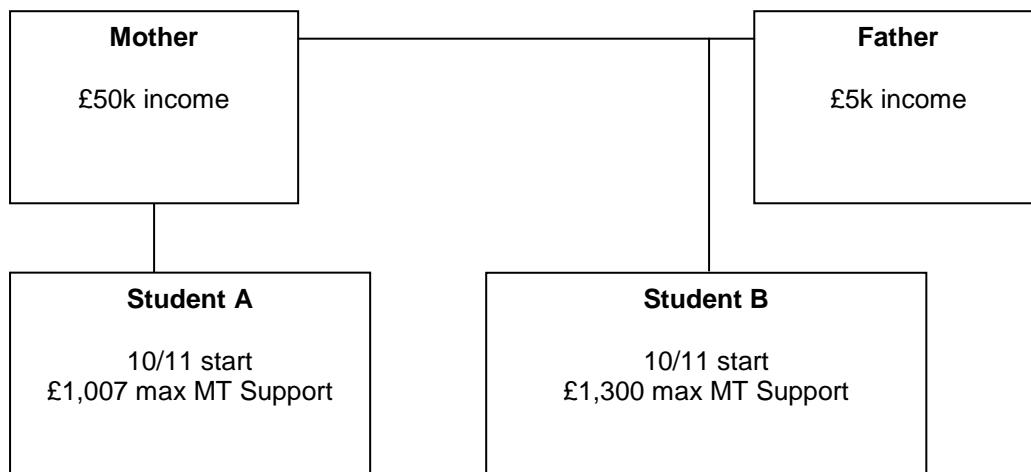
£53,870 - £50,503 = £3,367

£3,367 / 5 = £673 contribution.

	Student A	Student B
Joint parental contribution (£673)	£336	£336
Maximum means-tested support	£1,822	£1,007
Total contribution applied (£672)	£336	£336
Means-tested support remaining	£1,486	£671

Case Study 3 – ‘2010 cohort’

Two students, one living at home, the other living away from the parental home, both started their courses in AY 2010/11.



Parental contribution

£55,000 (less £1,130 disregard for additional eligible student) = £53,870

Students A and B

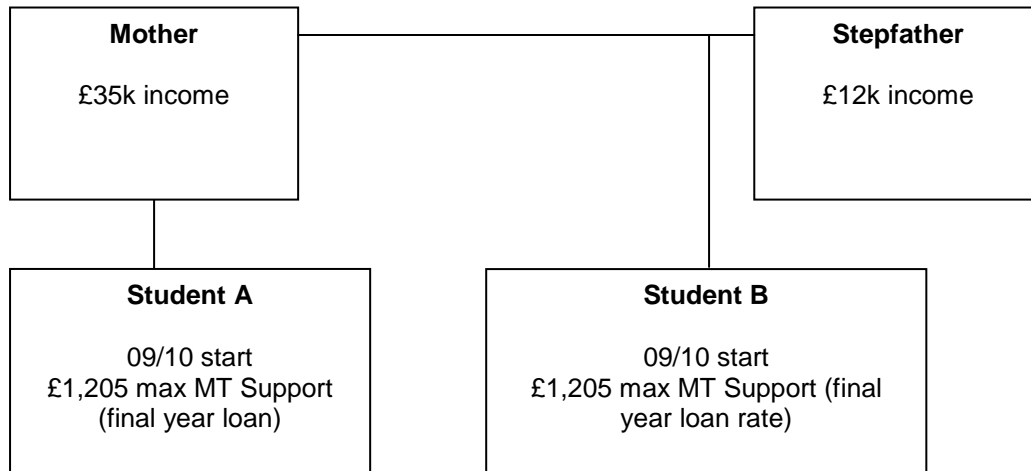
£53,870 - £50,753 = £3,117

£3,117 / 5 = £623

	Student A	Student B
Joint parent contribution (£623)	£311	£311
Maximum means-tested support	£1,007	£1,300
Total contribution applied (£622)	£311	£311
Means-tested support remaining	£696	£989

Case study 4 – ‘new system’ students who are not 2010, 2011 or 2012 cohort

Two students who started their courses in AY 2009/10, both living away from the parental home and are in their final year.



Parental contribution

$(£35,000 + £12,000) - £1,130$ (disregard for additional eligible student) = £45,870

Students A and B

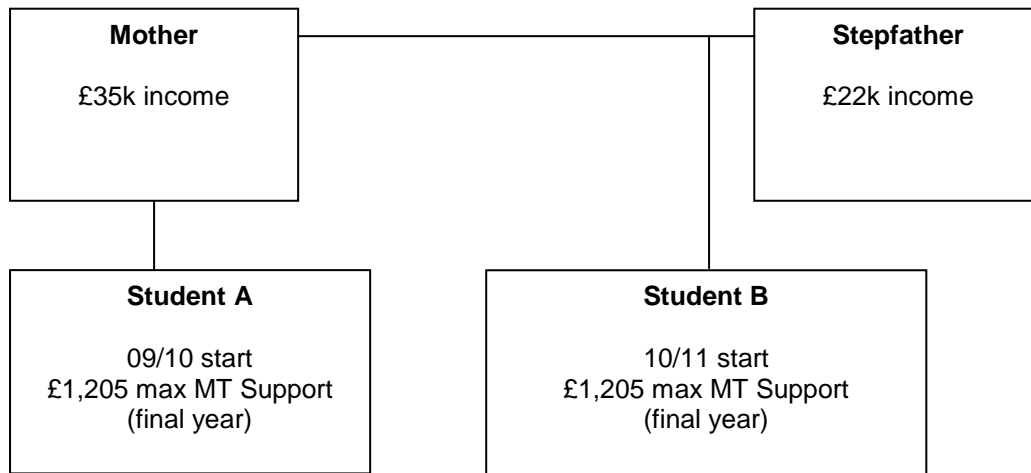
$£45,870 - £39,778 = £6,092$

$£6,092 / 8.97 = £679$

	Student A	Student B
Joint parental contribution (£679)	£339	£339
Maximum means-tested support	£1,205	£1,205
Total contribution applied (£678)	£339	£339
Means-tested support remaining	£866	£866

Case study 5 – one ‘new system’ who is not 2010, 2011 nor 2012 cohort, and one ‘2010 cohort’

Two students, one ‘new system who is not 2010, 2011 nor 2012 cohort’ and the other a ‘2010 cohort’ student, both living away from the parental home and both in the final year of their course.



Parental contribution

$(£35,000 + £22,000) - £1,130$ (disregard for other eligible student) = £55,870

Student A

$£55,870 - £39,778 = £16,092.$ $£16,092 / 8.97 = £1,793$

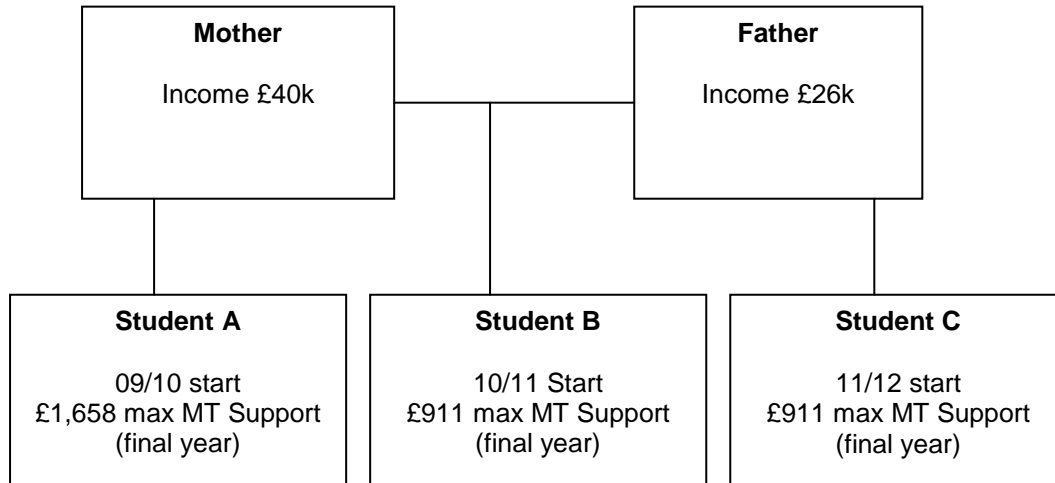
Student B

$£55,870 - £50,753 = £5,117.$ $£5,117 / 5 = £1,023.$

	Student A	Student B
Parental contribution (Student A) (£1,793)	£896	£896
Parental contribution (Student B) (£1,023)	£544	£511
Maximum means-tested support	£1,205	£1,205
Total contribution applied (£1,407)	£896	£511
MT support remaining	£309	£694

Case Study 6 – New system students - one 'new system' who is not 2010, 2011 nor 2012 cohort, one '2010 cohort' student and one '2011 cohort' student.

Student A is living away from the parental home and studying in London; the others are living in the parental home. All are in their final year of study.



Parental contribution

$(£40,000 + £26,000) - £2,260 \text{ disregard for two additional students} = £63,740$

Student A

$£63,740 - £39,778 = £23,962$ $£23,962 / 8.97 = £2,671.$

Student B

$£63,740 - £50,753 = £12,987$ $£12,987 / 5 = £2,597$

Student C

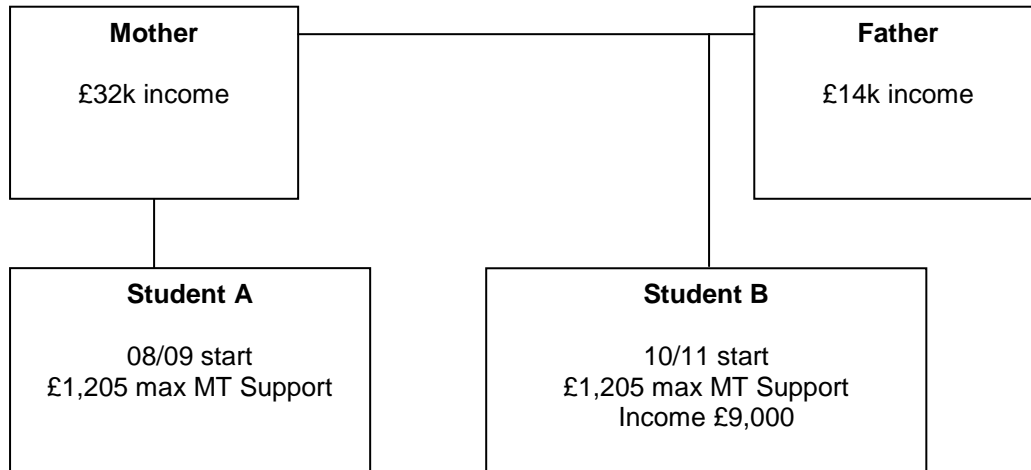
$£63,740 - £50,488 = £13,252$ $£13,252 / 5 = £2,650$

	Student A	Student B	Student C
Parental contribution (Student A) (£2,671)	£890	£890	£890
Parental contribution (Student B) (£2,597)	£865	£865	£865
Parental contribution (Student C) (£2,650)	£883	£883	£883
Maximum means-tested support	£1,658	£911	£911
Total contribution applied (£2,638)	£890	£865	£883
Means-tested support remaining	£768	£46	£28

Case Study 7 – ‘New system’ students, one ‘new system’ who is not 2010, 2011 nor 2012 cohort and one who is ‘2010 cohort’.

Both students are living away from the parental home and are in the final year of their course.

The ‘2010 cohort’ student has income.



Parental contribution

$$(\pounds 32,000 + \pounds 14,000) - \pounds 1,130 = \pounds 44,870$$

Student A

$$\pounds 44,870 - \pounds 39,778 = \pounds 5,092 \qquad \pounds 5,092 / 8.97 = \pounds 567$$

Student B

Below threshold of £50,753 for a parental contribution

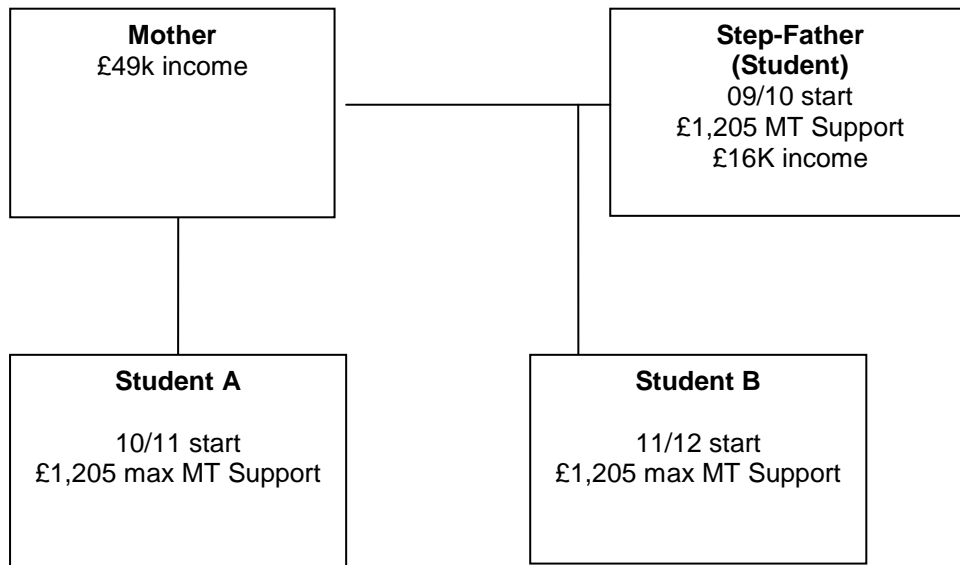
Student B's personal contribution

$$\text{Parental income } \pounds 44,870 + \text{Student's income } \pounds 9,000 = \pounds 53,870.$$

$$\pounds 53,870 - \pounds 50,753 = \pounds 3,117 \qquad \pounds 3,117 / 5 = \pounds 623$$

	Student A	Student B
Parental contribution Student A (£567)	£283	£283
Parental contribution Student B (£0)	£0	£0
Student B's personal contribution (£623)	£0	£623
Maximum means-tested support	£1,205	£1,205
Total contribution applied (£906)	£283	£623
Means-tested support remaining	£922	£582

Case study 8 – ‘new system’ students: one is a ‘new system’ student (not, 2010, 2011 or 2012 cohort), one is 2010 cohort and one is 2011 cohort. One of the parents is a student and has income of his own. Students A and B are living away from the parental home,



Parental contribution

Student A

$(£49,000 + £16,000) - £2,260$ (student parent disregard applied in addition to the dependent child disregard) = £62,740.

$£62,740 - £50,753 = £11,987$

$£11,987 / 5 = £2,397$

Student B

$£62,740 - £50,488 = £12,252$

$£12,252 / 5 = £2,450$

Student parent contribution

As the student parent's income is below £39,778 no contribution is payable.

	Student A	Student B	Step-Father
Joint parent contribution (Student A) (£2,397)	£1,198	£1,198	£0
Joint parent contribution (Student B) (£2,450)	£1,225	£1,225	£0
Maximum means-tested support	£1,205	£1,205	£1,205
Total contribution applied (£2,419)	£1,198	£1,225	£0