

## **Provisional Money Matters 2019-20**

**Course Payments**

**College Deposit**

**Transport**

**Financial Support**

This leaflet describes the payments we will be asking you to make when you enrol in August 2019, and the equipment that you should expect to provide yourself with before starting your courses.

We also explain how we can provide financial support through our Bursary Scheme, if your circumstances mean that these payments give you cause for concern.

**We request that you make a careful note of this information and plan ahead to ensure that you are able to make the required payments at enrolment, and are fully-equipped to start your courses.**

**We will discount the course payments by 10% if you pay them at enrolment.**

## **Financial Support**

### **The Bursary Scheme**

The College administers a Bursary Scheme for students. Bursaries are intended to support those young people who face the greatest barriers to continuing in education or training post-16.

You will qualify for a guaranteed bursary of £1200 per year (for full-time students) if you are a young person in care or leaving care, in receipt of income support in your own right, or a disabled young person in receipt of both Employment Support Allowance and Disability Living Allowance.

You may qualify for a discretionary bursary (amounts are variable) if you can prove financial need (based on means-tested household income), or have specific travel challenges e.g. you are living on the Isle of Wight or coming from a significant distance. Other special cases can also be taken into account.

You can find full details and an application form on our web site (see the Finance link). We will accept applications during and after enrolment.

If you qualify for a bursary we can provide help in the form of discounted travel, meals, other in-kind support, and in some cases payments into your bank account.

If you have any queries about the Bursary Scheme please call our Student Services team on 02380 514720 for more information.

### **Free School Meals**

The provision of free school meals to those who qualify for them has now been extended to students aged 16 to 18. Free school meals from our college café are available to students aged 16 to 18 who meet certain criteria. If you think you may qualify, we encourage you to apply by filling in the Bursary Scheme application form. There is more information about the eligibility criteria on our web site.

The daily free meal will be provided in our college café.

## **Payments**

### **Course payments**

Although we receive Government funding to cover the cost of tuition, during your studies you will be provided with the opportunity for many activities, and with materials and equipment, study guides, workbooks, past papers etc which are additional to the very basic requirements of the course covered by the Government funds.

These extra items are built into the normal day-to-day running of our courses, so we ask you to make an annual payment towards the additional cost. This applies to most of our courses.

The table at the end of this leaflet lists all the course payments, with an explanation of what they help to pay for. All payments must be made through WisePay this can be accessed via the College Website.

**Pay on the Day:** We are happy to offer 10% discount on course payments if paid at enrolment. Alternatively, we will accept full payment on the second day of term.

## **£20 Student Fund Donation**

Students are asked to donate £20 per year towards our Student Fund. This helps towards the cost of providing:

- General Enrichment – we have a wide range of clubs and other extra-curricular activities, none of which is funded by any other means. Participating in these activities will contribute to your overall development, enhancing your personal profile and CV to meet the expectations of employers and Universities.
- Students Union (SU) – all students are automatically members of the SU and take part in social activities, charity fund-raising events and other “extras” which would otherwise not be funded.

The college enhances these donations by claiming gift aid.

## **Other payments and equipment**

**Stationery:** You will be expected to provide your own basic stationery – paper, pens, folders, memory sticks, ruler, protractor, standard calculator etc.

**Specialist equipment and texts:** For some courses there are other items of equipment or books you need to provide yourself with and these are listed in the table at the end of the leaflet.

**Trips:** During the year you will be informed of the cost of any trips which are not covered by the course payments payment for these can made on WisePay via the College website.

**Printing charges:** We ask all students to bear some of the burden of printing costs. The college will grant you a non-cashable £2.50 credit at the start of each academic year. You will be charged 5p per side for black and white A4 prints and 10p per side for colour ones. Once your credit is used up, you are able to top up on WisePay via the College website.

**Exam fee deposit:** For GCSE evening classes only, we ask for a £50 exam fee deposit, which will be refunded in full when you have attended all your exams.

**Other sundry items:** Car park passes can be purchased for £20 and locker keys for £10. These charges are non-refundable. Lost ID Cards cost £10 and replacement Bus passes for college operated routes cost £20. The college can replace a First Bus public bus route pass at full cost. All these items can be purchased on WisePay via the College website.

## **Tuition fees**

Tuition fees are only charged in rare cases for students who are not eligible for government funding due to their age or nationality. If you are over 18, or have not been resident in the UK for three years before you start your course, you may have to pay tuition fees and we will discuss this with you at your interview. The fees are listed on our web site.

## **Payment methods**

Students can pay during enrolment using WisePay your logins will be handed to you by our Finance Team. The College will only accept payment through Wisepay

## Refunds

Course payments may be refunded in certain circumstances before 31<sup>st</sup> October 2019.

## Queries

If you have any questions about these charges please contact the college on 02380 514720.

## Transport

### Getting to college

You need to make your own arrangements for travelling to and from college. We are happy to advise on the options open to you. There are extensive details on the college web site, under "Getting here", and our Student Services team can be contacted on 02380 514720 for advice.

We encourage you to make use of the extensive network of buses operating within Southampton, with discounted student prices. Good train links are also available.

### College buses

The college operates its own bus routes according to the level of demand, from areas where journey times via public transport would be unreasonable. Full details of the routes, and the price of a termly bus pass can be found on the college web site, under "Getting here".

Please note that buses only run on days when students are expected in college. There will be no buses on Inset Days, holidays etc. Please see the college website under "Getting Here" for full terms and conditions.

We require college bus passes to be purchased before the start of each term to ensure that we cater efficiently for the correct number of passengers. Bus passes for the autumn term must be purchased at enrolment in August. **Any autumn bus pass purchased on or after the start of the Autumn term will cost an additional £20.**

Purchases of public bus passes at the College will incur a £5.00 administration fee.

Reminders will be issued to college bus users before the end of each term, to purchase a pass for the following term before the holidays start. The same additional charge of £20 will be applied to any spring or summer term passes which are not purchased before the start of the term.

Passes can be purchased on WisePay and collected at the finance office.

Students eligible for the bursary may also qualify for a discounted bus pass. Please see the bursary form for further details or contact Student Services 02380 514720.

Please note that refunds cannot be given for days when the bus is not used.

### Other travel requirements

You may be expected to make your own way to and from any trips, matches or other events if these are held in the local area. If the activities take place further afield, the college will arrange transport.

## Queries

If you have any questions about these charges please contact the college on 02380 514720.

