

Bradford College

16 to 18 year olds Learner support fund Documents needed 2022-2023

IMPORTANT NOTES:

This document is for students studying Further Education courses at Bradford College.

Students who are doing community, leisure, full cost, or Higher Education (i.e. HNC or Degree) courses or attending Bradford College as part of an apprenticeship will not be eligible for help through the Learner Support Fund.

All pages of supporting documents must be provided.

If any of the documents do not have the student named within them or if the address is different to the one showing on College Systems, we will need evidence of the relationship to the person named on the document(s), e.g. birth certificate.

We need to check any bank details provided, please provide a copy of either a bank statement / bank letter or bank card, this needs to show the name of the account holder, sort code and account number.

If financial circumstances are not covered within this document, please contact FE Student Funding for further advice.

Living with parent(s) / guardian(s)

Parent(s) / guardian(s) receive Working Tax / Child Tax Credits

Please providing one of the following:

- 2022-2023 Working Tax / Child Tax Credit Award Notification
- 2021-2022 Working Tax / Child Tax Credit Annual Review for year ending April 2022
- Annual Reviews with the solid red line through the middle of page 1 cannot be accepted

Parent(s) / guardian(s) receive Universal Credit

Please provide:

- Last 3 months Universal Credit assessments (full assessment must be provided)

Parent(s) / guardian(s) supported through the National Asylum Support Service

Please provide:

- Household ASPEN Card
- Mini-bank or shopping receipt showing ASPEN Card used within the last week
- Home Office paperwork naming all family members

Parent(s) / guardian(s) working with gross annual earnings less than £30,000

Please provide one of the following for each person employed:

- Wage slips to cover the last 4 weeks
- Letter from employer confirming annual wage OR employment contract

Parent(s) / guardian(s) employed and self-employed

Please provide one of the following for each person employed / self-employed:

- Wage slips to cover the last 4 weeks
- Letter from employer confirming annual wage OR employment contract

Please provide one of the following for each person who is self-employed:

- Most recent audited accounts

- Most recent official Tax Return

Parent(s) / guardians self-employed

Please provide one of the following for each person self-employed:

- Most recent audited accounts
- Most recent official Tax Return

Lived in the UK with parent(s) / guardian(s) for less than 6 months unable to claim Child Benefit / Working Tax / Child Tax Credits

Please provide one of the following

- Wage slips to cover the last 4 weeks
- Letter from employer confirming annual wage OR employment contract

Please also provide:

- Up-to-date bank statements for all household accounts

Financially independent or financially independent with child(ren)

Receive Income Support

Please provide (must be in student's name):

- Income Support Award Letter

Please also provide one of the following (must be in student's name):

- Tenancy Agreement
- Child Benefit Award Letter
- Child Tax Credit Award Notification
- Two recent utility bills i.e. gas bill, water bill – mobile telephone bills cannot be accepted

Receive Universal Credit

Please provide (must be in student's name):

- Last monthly Universal Credit assessment (full assessment must be provided)

Please also provide one of the following (must be in student's name):

- Tenancy Agreement
- Child Benefit Award Letter
- Two recent utility bills i.e. gas bill, water bill – mobile telephone bills cannot be accepted

Receive Disability Living Allowance / Personal Independence Payments and also receive Employment Support Allowance / Universal Credit

Please provide one of the following (must be in student's name):

- Disability Living Allowance Award Letter
- Personal Independence Payment Award Letter

Please also provide one of the following (must be in student's name):

- Employment Support Allowance Award Letter
- Last Universal Credit assessment (full assessment must be provided)

Working with gross annual earnings less than £30,000

Please provide one of the following (must be in student's name):

- Wage slips to cover the last 4 weeks
- Letter from employer confirming annual wage OR employment contract

Please also provide one of the following (must be in student's name):

- Tenancy Agreement
- Child Benefit Award Letter
- Two recent utility bills i.e. gas bill, water bill – mobile telephone bills cannot be accepted
- If living with parent(s) / guardian(s) evidence that you contribute to the household bills

“Care Leaver” Status

Please provide one of the following;

- Written confirmation (letter / email) of “Care Leaver” status from the Local Authority
- Form completed by Social Worker – available from FE Student Funding

“Looked After” Status

Please provide one of the following;

- Written confirmation (letter / email) of “Looked After” status from the Local Authority
- Form completed by Social Worker – available from FE Student Funding

Unaccompanied Asylum Seeker status in the care of Social Services

Please provide one of the following;

- Written confirmation (letter / email) of “UASC” status from the Local Authority
- Form completed by Social Worker – available from FE Student Funding

Living with partner

Receive Income Support

Please provide (must be in joint names):

- Income Support Award Letter

Receive Universal Credit

Please provide (must be in joint names):

- Last 3 months Universal Credit assessments (full assessment must be provided)

Supported through the National Asylum Support Service

Please provide:

- Household ASPEN Card
- Mini-bank or shopping receipt showing ASPEN Card used within the last week
- Home Office paperwork naming all family members

Receive Working Tax / Child Tax Credits

Please provide one of the following (must be in joint names):

- 2022-2023 Working Tax / Child Tax Credit Award Notification
- 2021-2022 Working Tax / Child Tax Credit Annual Review for year ending April 2022
- Annual Reviews with the solid red line through the middle of page 1 cannot be accepted

Working with gross annual earnings less than £30,000

Please provide one of the following for each person employed:

- Wage slips to cover the last 4 weeks
- Letter from employer confirming annual wage OR employment contract

Employed and self-employed

Please provide one of the following for each person employed / self-employed:

- Wage slips to cover the last 4 weeks
- Letter from employer confirming annual wage OR employment contract

Please provide one of the following for each person who is self-employed:

- Most recent audited accounts
- Most recent official Tax Return

Self-employed

Please provide one of the following for each person self-employed:

- Most recent audited accounts
- Most recent official Tax Return