

2020/21

The Adult Discretionary Bursary

2. 18+ Student Oyster

Benefits

- Save 30% on adult-rate [Travelcards](#) and [Bus & Tram Pass](#) season tickets.

You can apply for an 18+ Student Oyster photocard if:

- You're 18 or over
- Live in a [London borough](#) during term time
- Enrolled at a school, college or university registered on the TfL scheme or on a mandatory work placement in London

You must also be one of the following:

- Enrolled on a full-time course with at least 15 tuition-led or structured learning hours a week. You must attend classes Monday to Friday only (not including evening classes) that span a minimum of 14 weeks on the same course (shorter courses repeated over 14 or more weeks are not eligible)

To apply online and find out further information go to www.tfl.gov.uk.

I am receiving an Advanced Learner Loan, am I eligible for support?

Please refer to our [Advanced Learner Loan Bursary leaflet](#)



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Any further questions?
Please come along to the
Guidance and Progression drop in.
Speak to your Tutor
Contact Judy Sargeant –
Student Finance Coordinator
on **0203 757 3373**

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We recognise that students have complex lives and sometimes struggle financially while they are studying.

There is a range of financial support available from the College.

This leaflet explains about the different types of financial support for adults and our eligibility criteria.

1. Discretionary Learner Support Fund

Discretionary Learner Support Fund is available for students aged 19+ to cover the costs of books, equipment and travel.

The College has identified the following eligibility criteria for Discretionary Learner Support Fund:

Students must: meet the residency criteria:

- A home Student for fee purposes
- A Refugee granted full status or Leave to Remain
- Be participating in provision that is funded directly by ESFA
- be studying on a course that is a minimum of 3 hours per week and 4 weeks per year
- be aged 19 or over for hardship funding, or 20 or over for childcare funding, at 31st August 2020
- provide proof of benefit or low income, and parental link where applying for childcare to recognise you are financially responsible for your child (ren)
- Have a household income of less than £28,000 per annum

a) Books and other course costs

How much you receive for books and other course costs depends on your area of study. Please see the list below for more detail:

- A contribution towards course/exam fees if you are on an ESFA funded course and declare that you need help with your fees – all fees must be paid before you can claim other bursary funding
- A contribution to childcare cost with an OFSTED registered provider based on your timetabled hours which include before and after school clubs, childminders, nurseries and playgroups.
- Course related equipment, books and uniform (this may include a device provided by the college or contribution to internet costs if a large proportion of work is to be carried out at home). Any device the college purchases will remain the property of the college and will be dependent on how much of the fund is available. If you are eligible for free tuition, Lewisham College will provide the basic level of equipment and materials needed to successfully complete your course - but these will remain the property of the college.
- £4 a day for full days in college for Free College Meals (if the household income is less than £16,190 per annum) or College Meal (if your household income is more than £16,190 but less than £21,000 per annum). All meal money will be loaded onto your college card so that you can use in the college restaurants.

- Trips and Educational Visits that are organised by your teachers. Ticket/entry and coach costs are normally paid to your department and additional travel costs will be reimbursed on production of a ticket
- Travel costs to University Interviews/Visits may be considered if you are on a Level 3 course

b) Travel

- Travel costs may be paid if you live over 3 miles from the college and you need to travel by train. You must apply for the 18+ Oyster Zip Photocard in the first instance.

c) Childcare

For support with childcare costs please refer to our **Childcare Support Leaflet**.

Where a student is allocated childcare funding they will receive a one off grant for books and other costs. The amount of this payment will relate to their course choice.

Conditions of Payment

To apply for support you must apply online: **lscollege.ac.uk/bursary**. Your application will then be assessed by the Student Finance Coordinator.

All payments are subject to excellent attendance, good behaviour and satisfactory progress. Payments may be stopped or adjusted if your attendance falls below 90% or you are absent for more than a week due to being suspended, going on holiday or long periods of illness.

Any Bursary funds spent on supporting a student may be repayable to the College if the student leaves or is withdrawn before the end of the course.

Once all Bursary funds have been allocated we may refuse further applications. If we receive more applications than we have funding for then payments may need to be reduced to ensure all students have access to financial support.

Attendance will be checked by the Student Finance Coordinator. The level of attendance will be based on the attendance percentage of the previous half term (from the first day of term to the last.)

To receive financial support students must be attending College. They cannot receive support for long periods of non-attendance i.e. when on holiday or in hospital.

Where your course is less than 13 hours a week or less than three terms we will adjust your allocation accordingly.

I don't meet the eligibility criteria, is there any funding available for me?

Hardship Applications

The College may be able to support a student facing financial difficulties (e.g. due to changes in personal circumstances) to complete his/her studies. Any emergency funding is usually a one-off payment to meet a specific financial need.