



South
Lanarkshire
College

East Kilbride

Part-time Student Fee Waiver Grant Policy 2022-23

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South Lanarkshire College will waive the fees of any student entitled to support under the Scottish Funding Council (SFC) National Fee Waiver Grant Policy when studying on an eligible course.

Students wishing to apply to have their fees waived must indicate on the online enrolment their fee waiver status and provide satisfactory proof of eligibility.

Please note that fee waivers or discounted fees **cannot** be used in conjunction with an SDS Individual Training Account (ITA). Also fee waiver does not cover resits and other additional costs relating to the course (e.g. exam fees, external fees etc.)

Maximum Fee Waiver

The SFC Fee Waiver Policy states that a student can only claim the equivalent of one full-time fee waiver per academic year. If in any doubt, please contact the Finance team.

Residency Requirements

A student must meet one of the following criteria to be eligible for exemption from fees:

- The student is ordinarily resident in Orkney or Shetland on the date of commencement of the course of study and has been ordinarily resident in the British Islands throughout the previous three years and is settled in the UK within the meaning of the Immigration Act 1971 on the relevant date.
- The student is a person, or the spouse or child of a person, who is an asylum seeker living in Scotland on either a full-time ESOL course or a part-time non-advanced or advanced course (as defined in Section 18 of the Nationality, Immigration and Asylum Act 2002; you must supply relevant evidence to support your status).
- The student is a child of an asylum seeker or a young asylum seeking person on a full-time non-advanced course (excludes ESOL) and has been resident in Scotland for a minimum period of three years.
- The student is a non-asylum seeker living in Scotland on a part-time ESOL course and the student's main purposes for being in the European Union (EU) is not to receive education and has been resident in Scotland for a minimum period of three years.

Eligible courses

If a student satisfies the residency requirements above, then they will be exempt from tuition fees (subject to the other eligibility requirements shown below) for either:

- Part-time HE courses to a maximum of 9 credits (equivalent to at least SCQF level 7), up to and including a first degree.

Or,

- Part-time FE course.

Other Eligibility Requirements

If a student satisfies the residency requirements shown above and the course is part-time then she/he will be exempt from tuition fees if they meet one of the additional requirements below.

Where the student is in receipt of:

- Income Support
- Working Tax Credit
- Pension Credit
- Income-based Job Seekers Allowance
- Income Related Employment and Support Allowance
- Housing Benefit
- Universal credit

Or, where a dependent student's family are in receipt of:

- Income Support
- Working Tax Credit
- Pension Credit
- Income-based Job Seekers Allowance
- Income Related Employment and Support Allowance
- Housing Benefit
- Universal credit

Or, where the student is in receipt of:

- Carer's Allowance (or carers who have an underlying entitlement to Carer's Allowance but gave up the allowance to, for example, claim their pension), Carer's Allowance Supplement or the Young Carer's Grant
- Disability Living Allowance
- Attendance Allowance
- Incapacity Benefit,
- Contributory Employment and Support Allowance (this also includes people whose contributory ESA has ended due to the time-limiting nature of this benefit, but who remain entitled to NI credits for incapacity).
- Personal Independence Payment

Or, where the taxable income of the student's family in the previous financial tax year (2021-22) is equivalent to, or lower than the following thresholds below:

- £8,282 - Households with only one person
- £12,395 - Households consisting of a couple without children
- £18,977 - Household with dependent children
- Where there has been a material reduction in income from the previous financial tax year, the taxable income of the student's family in the current financial tax year can be assessed

Or, where the student is:

- A person (or the spouse or child of a person) who is an asylum seeker living in Scotland as defined in section 18 of the Nationality, Immigration 7 Asylum Act 2002.
- Care experienced eg. In the care of a local authority and is living in a foster home, children's home, residential home, in kinship care or in the care of a local authority in their own home or in informal kinship care with Local Authority involvement.
- A state school pupil undertaking college activities forming part of their school based curriculum (note that these classes are normally expected to take place during weekdays)

IMPORTANT:

The burden of proof is on the student to satisfy the college with evidence of their eligibility status. If evidence is not supplied or it is insufficient (i.e. out of date) it will result in the student being invoiced for any fees due.

The following official documents will be accepted as valid proof of fee waiver evidence. This evidence must show the address of the student, the type of benefit and be relevant to the category of fee waiver for which you are claiming. Letter from:

- Department for Work & Pensions
- Job Centre Plus
- HM Revenue & Customs
- P60 2021/22
- SAAS Award letter
- Local Authority Letter
- Home Office Documentation

Please note that the benefits and tax credits referred to relate to the UK benefit and tax credit system only.

Fee Waiver claims for academic year 2022/23 must be applied for at the time of enrolment. Evidence of benefits must be provided. Claims submitted after may not be accepted and students will be invoiced for any fees due.