

REMISSION OF COURSE FEES 2018/19

PRESTON'S
COLLEGE 


Education & Skills
Funding Agency

For those in receipt of Universal Credit

This completed form **MUST** be attached to a Learning Agreement

SECTION ONE: TO BE COMPLETED BY THE LEARNER

Learner Number: _____

Last Name: _____

Forenames: _____

Course Codes: _____

SECTION TWO: REMISSION OF COURSE FEES

I am claiming remission of course fees because I am unemployed and for the reasons shown below: (Please tick)

Reason for Remission	Funding Stream	SFA	ASL
Universal Credit because I am unemployed			
Universal Credit because I (am unemployed and) earn either less than 16 times the appropriate age-related rate of the National Minimum Wage/ National Living Wage a week, or £338 a month (individual claims) or £541 a month (household claims) and are determined by Job Centre Plus as being in the following group. <input type="checkbox"/> All Work Related Requirements Group <input type="checkbox"/> Work Preparation Group <input type="checkbox"/> Work Focused Interview Group <i>Please note: 1 x Weekly or 1 x Fortnightly or 1 x Monthly Wage Slips are necessary for evidential purposes</i>			

I am enrolling on the above course and it is directly relevant to my employment prospects and the needs of the local labour market and to help me into employment

My National Insurance Number is: _____

I am aged 19 or older on Learning Aims up to and including Level 2

I understand that if I have declared false information, Preston's College may take action against me to reclaim the course fees and any support costs provided

I understand that I will be required to provide a declaration confirming if I have stopped claiming unemployment benefits and/or obtained employment and/or further training

Signed (Learner) _____ Date _____

SECTION THREE: TO BE COMPLETED BY THE BENEFITS AGENCY

This is to certify that _____
residing at _____
_____ has been receiving (please state benefit) _____
_____ benefit since _____



Signed _____ **Date** _____

SECTION FOUR: EVIDENCE OF WAGE SLIPS

	Gross Pay	Weeks/Months	Monthly Gross Pay
<input type="checkbox"/> 1 x Weekly		x 4	=
<input type="checkbox"/> 1 x Fortnightly		x 2	=
<input type="checkbox"/> 1 x Monthly		x 1	=
<input type="checkbox"/> Contract		÷ 1 Year	=

SECTION SIX: STAFF DECLARATION

I confirm that this Learner meets the ESFA's requirements for eligibility for funding and I have seen evidence of wage slips or a contract of employment, as outlined above.

Signed (Preston's College Staff) _____ **Date** _____