

## 16 – 18 DISCRETIONARY LEARNER SUPPORT FUND

2020 – 2021

### WELFARE DEPARTMENT – APPLICATION GUIDANCE

Sandwell College have implemented an on-line Discretionary Learner Support Fund Application (DLSF) for this academic year.

#### **BURSARY AWARDS ARE BASED ON EVIDENCE RECEIVED**

Support is provided to vulnerable and disadvantaged learners to remove barriers to education and training to learners whose household income does not exceed an upper household income of £32,600

You will need to complete the on-line DLSF application if you are a **returning student or a new student** attending the college.

All applications are assessed based on the evidence that you upload with your DLSF application therefore it is important that you follow the evidence guidelines listed below.

- Evidence needs to be complete and in date as requested in the on-line application
- ALL pages need to be uploaded in full, showing name and address, if more than 1 page the consecutive pages need to display the page numbers
- In care/Leaving care letter provided by social services – If eligible
- Relevant (as listed) state benefit letter dated within the last 12 weeks
- Most recent Universal Credit statement – all pages
- Child Tax Credits or Working Tax Credits 2020/2021 – all pages
- Support under part VI of the Immigration and Asylum Act 1999 – copy of both sides of Application Registration Card (ARC) and ASPEN Card
- If not in receipt of any above the provide P60 or 3 x consecutive wage slips (showing name and address) from who you live with

**You will need to follow the QR Link below for the DLSF Application Form  
or use URL link <https://tinyurl.com/y3vm8bkh>**

Sandwell College 16 – 18 Discretionary Learner Support On Line Application 2020/2021



Welfare Department

Telephone: 0121 667 5073