

Further Education Discretionary Fund Allocation Guidelines

Full-Time Further Education Students

Award Category	Maximum Weekly Amount (£)
Accommodation	£70.00 for single students not in receipt of Housing Benefit or Universal Credit payments for housing costs.
Travel	£20.00
Emergency Hardship	£300.00 one-off payment for students with household income less than £32,500 per year (Maximum 1 payment per term).
Books/Materials	One-off payment as applicable for the course.
Childcare	Variable up to a maximum award of £4,000 per Academic Year.

The maximum weekly amounts above may be waived at the discretion of the Director of Student Experience and/or Student Funding Adviser, and students may receive an award under more than one of the above categories.

Emergency Hardship payments are made in a single instalment. Students may make second or subsequent applications for an Emergency Hardship payment (one per term).

Payments for accommodation, travel or childcare are generally made monthly from September – May, although applications received after 1 December 2026 may not be backdated. Childcare payments are made direct to the childcare provider.

Discretionary Funds are intended to be for students in financial hardship and are not considered to be an entitlement. As such, we will look at all household income and expenditure when deciding how to allocate Discretionary Funds.

Further Education Discretionary Fund Allocation Guidelines

Part-Time Further Education Students

Award Category	Maximum Weekly Amount (£)
Books/materials	One-off payment as applicable for the course.
Travel	£20.00
Emergency Hardship	£300.00 one-off payment for students with household income less than £32,500 per year (Maximum 1 payment per term).
Childcare	Variable up to a maximum award of £4,000 per Academic Year.

The maximum weekly amounts above may be waived at the discretion of the Director of Student Experience and/or Student Funding Adviser, and students may receive an award under more than one of the above categories.

Emergency Hardship payments are made in a single instalment. Students may make second or subsequent applications for an Emergency Hardship payment (one per term).

Payments for travel or childcare are generally made monthly from September – May, although applications received after 1 December 2026 may not be backdated. Childcare payments are made direct to the childcare provider.

Discretionary Funds are intended to be for students in financial hardship and are not considered to be an entitlement. As such, we will look at all household income and expenditure when deciding how to allocate Discretionary Funds.