

Lancashire Adult Learning

Fees and Remissions 2010-11

a) Learner fees for courses attracting public subsidy		Learner contribution
Personal and Community Development Learning (PCDL) targeted courses		None
First Steps targeted courses		None
Taster courses		None
Family Learning		None
Family Literacy, Language, Numeracy		None
European Social Fund (ESF) courses		None
Train to Gain		None
Apprenticeships		None
Skills for Life (literacy and numeracy)		None
Personal and Community Development Learning (PCDL) public programme*		£4.40 per hour*
First Steps public courses		£2.80 per hour*
Courses in English for Speakers of Other Languages (ESOL)*		£2.80 per hour*
Accredited courses up to 150 hours subsidised through further education funding from the Learning and Skills Council (LSC) *		£2.80 per hour*
Accredited courses above 150 hours subsidised through further education funding from the Learning and Skills Council (LSC) *		Prices on application*
Full-time courses subsidised through further education funding from the LSC*		Prices on application*
b) Learner fees for courses not attracting public subsidy		Learner contribution
Self-financing courses		£5.80 per hour
Full Cost Recovery courses		Prices on application
c) Employer fees		Employer contribution
Apprenticeships 16-18		None
Apprenticeships 19+		Prices on application
Train to Gain Level 2		None
Train to Gain Level 3		Prices on application
National Vocational Qualifications (NVQs) courses subsidised through further education funding from the Learning and Skills Council (LSC)		Prices on application
Accredited courses up to 150 hours subsidised through further education funding from the Learning and Skills Council (LSC)		Prices on application
Accredited courses above 150 hours subsidised through further education funding from the Learning and Skills Council (LSC)		Prices on application
Full Cost Recovery courses		Prices on application

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d) Fees paid by partner organisations	Partner contribution
Community/voluntary organisations working in partnership with LAL to deliver targeted courses are normally expected to contribute £5.00 per learner.	£5.00 per learner

Fee Remission

- (i) Fee remission is available to learners for publicly subsidised courses marked *. The learner pays a fee of £5.00 per course if eligible for one of the following income-related benefits:
- Registered wholly unemployed persons in receipt of Job Seekers' Allowance
 - Learners in receipt of Income Support
 - Learners in receipt of Working Tax Credit and with a household income of less than £15,276
 - Learners in receipt of the Guarantee Credit element of the Pension Credit.
 - Unwaged dependants recognised by the Department for Work and Pensions for benefit purposes.
 - Learners in receipt of Council Tax Benefit and/or Housing Benefit.
 - Learners in receipt of income-related Employment and Support Allowance (ESA) – *new from 27th October 2008.*
 - Asylum seekers in receipt of the equivalent of an income-based benefit and their unwaged dependants aged 16+ (applies only to those who have been granted refugee status, humanitarian protection, or discretionary leave, or who have been living in the UK for at least six months)
 - Offenders who are serving their sentence in the community.
 - Learners who are undertaking learning aims that are funded as basic skills as defined by the LSC
 - Learners studying their first full Level 2 qualification or those who don't have a full Level 2 and are jumping straight to a full Level 3 qualification.
 - 19-25 year old learners studying their first full Level 3 qualification
- (ii) Self-financing courses carry a 50% fee remission for learners eligible for the income-related benefits listed above
- (iii) Full Cost Recovery courses do not carry fee remission
- (iv) Any learner not receiving an income-based benefit but subject to and able to demonstrate financial hardship, may still be able to pay a reduced fee, with the balance provided from hardship/learner support funds. Such funds are limited - decisions will be made on a case-by-case basis upon application.

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Guidance Notes

- **Personal and Community Development Learning (PCDL)**. These courses are primarily non-accredited but also include some single-subject accredited courses. Some of these courses are the widely advertised general adult learning programme, others are targeted at specific groups or disadvantaged areas. Where a fee is charged, this does not reflect the full cost of the course - it is subsidised by government through the LSC. Where a targeted PCDL course is offered free, Lancashire Adult Learning has chosen to cover the full cost in order to encourage under-represented or disadvantaged groups and individuals to engage in learning.
- **First Steps** courses are specifically aimed at people who do not yet have a full Level 2 qualification (e.g. NVQ Level 2 or 5+ GCSEs at grades A-C). They are designed to help learners back into learning, and to progress towards other more formal learning.
- **Taster courses** are courses lasting six hours or less which are specifically designed to give learners a flavour of the subject, so as to help them decide whether they would like to attend full courses. They are always advertised as “tasters”.
- **Family Learning courses** are courses designed to enable children and their parents and other adult family members to learn together.
- courses which are specifically designed to improve parents’ literacy and numeracy, support their progression into more formal learning, and help them support their children’s learning.
- **ESF courses** - these are courses arranged within the context of projects funded through the European Social Fund.
- **Train to Gain courses** are held on employers’ premises and are designed to be responsive to employer need in developing the skills of their employees up to Level 2 and beyond.
- **Age restriction - subsidised courses**: Lancashire Adult Learning receives its core funding from the Learning and Skills Council. With the exception of apprenticeships and family learning provision, this funding can only be used for learners aged 19+.
- **Targeted courses** are courses which are specifically aimed at learners from the target groups listed in the Lancashire Adult Learning Annual Business Plan, or which are geographically targeted in disadvantaged areas. These courses are free to the learner, but a £5.00 contribution per learner is usually required to be paid by community/voluntary organisations working in partnership with Lancashire Adult Learning in respect of the courses concerned.
- **Self-financing courses** - These are courses which cover all direct costs of delivery
- **Full Cost Recovery courses** - in addition to direct costs, these courses cover fixed costs and produce a surplus which is used to encourage under-represented groups and individuals to engage in learning.

Payment by instalments

For courses totalling more than £50.00, learners may choose to pay in instalments - please enquire on enrolment. Please note that there is a £10 fee for instalment plans which is payable on enrolment.

Refunds policy

Examination and accreditation fees are non-refundable. For residential course refunds, please contact the centre. Course fees will be refunded in full, or (if preferred) a transfer of fees to another course will be arranged, in the following cases:

- if a course is cancelled by LAL
- if a course has been permanently re-scheduled to a different time and/or place from what was advertised
- if the stated course aims have been changed significantly