



Gower College Swansea
Coleg Gŵyr Abertawe

How to Apply for Full-Time HE Student Funding for 2017/18

You need to apply directly for the funding online, to help you with the costs of the course that you have applied for. You can apply usually apply from March. For Students living in Wales please visit

www.studentfinancewales.co.uk

You will need to **create yourself an account**, and then start your online application for 2017/18. Keep a note of your Customer Reference Number, and your password, secret answer (separately). You will need them when you need to log back into your account.

Please read the guidance available on the website carefully, you will need to have your passport number (if you have one), and your National Insurance number, in order to complete your application.

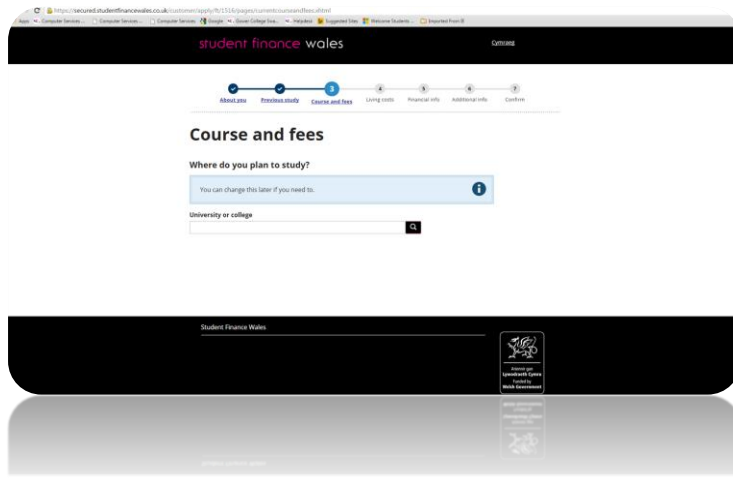
Courses that we deliver are mainly franchised from our partner Universities, **from this year to make your application you will need to select the name of the University from the table below.**

Course	UCAS Code	University	Qualification Type	Fee First Year Students	Fee Second Year Students
Analytical & Forensic Science	4F10	University of South Wales (USW)	Foundation Degree	£7,500	n/a
English & History	Q3V1	University of South Wales (USW)	Foundation Degree	£7,500	n/a
Business & Accountancy	NN41	University of South Wales (USW)	HND	£7,500	£7,500
Business & Enterprise	G15B	University of South Wales (USW)	HND	£7,500	£7,500*
Early Childhood*	5G12	University of Wales Trinity St David	Foundation Degree	£9,000	£9,000
Care & Support	P7H2	University of Wales Trinity St David	Foundation Degree	£9,000	n/a
IT Management for Business*	U53W	University of Wales Trinity St David	Foundation Degree	£9,000	£9,000
Sports Development & Management	S85Q	University of Wales Trinity St David	Foundation Degree	£9,000	£9,000
Electrical & Electronic Engineering	2H99	University of Wales Trinity St David	HND	£9,000	£9,000
Mechanical Engineering	8N2G	University of Wales Trinity St David	HND	£9,000	£9,000
Building Services	29JW	University of Wales Trinity St David	HND	£9,000	n/a
Spa, Hair & Beauty Management	003B	Gower College Swansea	HND	n/a	£4,000

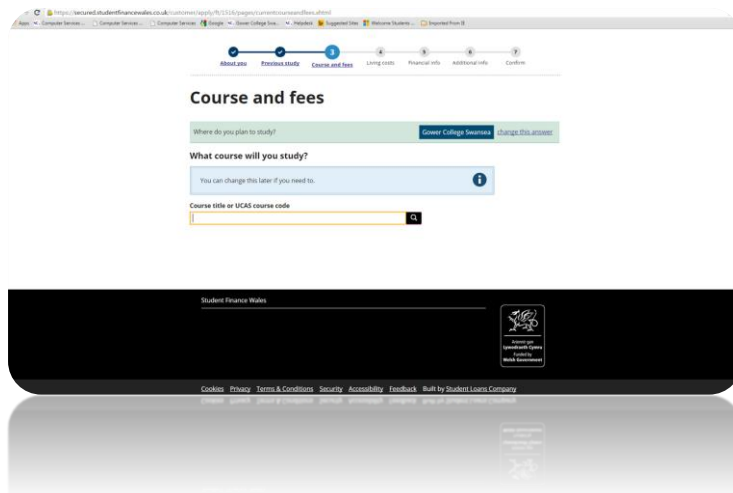
*re-validation in progress

Entering College and Course Information

Enter the name of the Franchising University



Select from the courses listed, look out for Gower College Swansea in the course title, or type the UCAS number, and select when the course appears (course will highlight in yellow once accepted)



Continue with your Application.

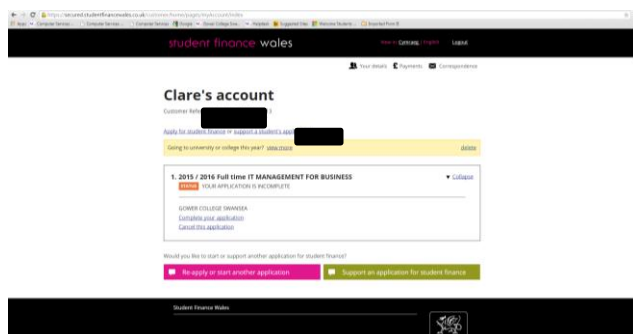
What type of full-time course is this? – Use the table above to answer

Fees – Our fees are set by the University that are franchising the course to us, and are shown above, use these figures to answer the questions regarding your fees. For 17/18 you will have to pay or get a tuition fee loan for the first £4,296 of fees. You will see this figure on the Student Finance Wales website.

Continue with your Application

Once you have finalised your application, Student Finance Wales will correspond with you by email and post. Please look out for their emails, they will tell you what you need to do next. Make a note of your Customer Reference number.

You can access your application at any time by logging back into Student Finance Wales. If you have already applied for funding, but were unable to attach a College or Course, you should log back in, and update your College and Course details, to avoid problems with your payments.



Arrangements for Enrolment with us

If you choose to enrol with us, we will give you a date to do this, giving details of what we need you to bring with you.

This will include the **University or College Payment Advice sheet** (that Student Finance Wales will send you). We need this form to confirm with Student Finance Wales (via the University) that you have enrolled with us, and are attending. Student Finance Wales will then release your money. If this isn't available when you enrol, please bring to the College Enrolment / Cash Office (in Reception) for us to copy.

Arrangements for Enrolment with the Franchising University

We will tell you when and how you need to do this.

Payment of Fees

The College will send you an invoice for the full amount of the fees. The remaining balance of fees (if any) is fully payable by the student and can be paid in full on receipt of the invoice or in equal instalments over the three terms (payable by 1 December, 1 February and 1 April respectively). This process is currently under review and these guidance notes will be updated when the arrangements for 2017/18 are agreed with the franchising University.

Bursaries

Bursaries of £1,000 are payable on all courses except the HND in Spa, Hair and Beauty Management. The bursary will be paid in two instalments of £500 at February half term and the end of May. The bursary will be paid subject to:

February Payment

- 70% Attendance
- Submission of all assessments that were due at that date

May Payment

- Confirmed achievement of the Award, or
- Confirmed achievement of the requirements to progress to the next year
- Payment of fees is up-to-date

If you need to leave your course

You will be eligible for the tuition fee for all terms that you are registered with us. If you need to withdraw it's very important that you tell us straight away.

Tuition fee payments are made by Student Finance in three instalments: 25% in term 1; 25% in term 2 and the remaining 50% in term 3. If you withdraw from your course part way through a term, you are liable for the fee for that term. No tuition fee loan will be paid by Student Finance after you have withdrawn.

If you have questions:

Queries with your course application, and enrolment dates – Admissions on 01792 284177

Queries with your initial funding application – Student Finance Wales – 0300 200 4050, you can also look through the guides produced by Student Finance Wales on their website.

- Problems confirming your course – please log back into your account, and check that you have the correct University, and course attached to your record (see table above), you need to do this SFW cannot do this for you over the phone.
- If you want College to contact SFW on your behalf, you have to contact SFW and give permission for us to do so, details of how to do are on <http://www.studentfinancewales.co.uk/contact/consent-to-share.aspx#.VXcTTs9VhBc>.

Queries with your funding application, attendance confirmations and loan payments **once enrolled** – MIS on 01792 284005

Queries with your Invoice or Bursary – Finance on 01792 284075