

Welsh Government Learning Grant Further Education 2020/21

Application Notes



We welcome applications in Welsh.
This won't lead to a delay in our response.



www.studentfinancewales.co.uk/wglgfe

How to use these notes

These notes are split into sections in the same way as the application form, so you can find the information you need faster. You should keep these notes, there's a lot of useful information in here that might come in handy throughout the year.



Where you see this icon in the application form, there's extra **information** in these notes to help you.



Where you see this icon in the application form, it means that you need to send **supporting documents**. These notes will tell you exactly what we need from you. You should send **photocopies** of your evidence unless otherwise stated. We will return any original documents.

What is the Welsh Government Learning Grant Further Education?

It provides funding to help with the costs of your education if you're aged 19 or over. If you're studying full-time you could get payments of up to £1,500 a year or, if studying part-time, you could get up to £750 a year.

Getting this grant won't affect any benefits you or your family already receive.

Who can get the Welsh Government Learning Grant Further Education?

You could get this grant if **all** the following statements apply to you:

- You're aged 19 or over on the first day of your academic year in 2020/21 (1 September 2020).
- You meet all required nationality and residency requirements.
- You live in Wales, and didn't move there only for education purposes.
- You live in a household with an income of £18,370 or less.
- You're studying and progressing on an eligible further education course. Courses include Independent Living Skills or, if studying in England, Preparation for Adulthood.
- You're studying a course that involves at least 275 hours of study.

Additional help and information

- For the most up to date information go to www.studentfinancewales.co.uk/wglgfe
- If you need to speak to someone about the Welsh Government Learning Grant Further Education you can call us on **0300 200 4050 (Minicom: 0300 100 1693)**.
- You can get copies of any of our forms or guides in Braille, large print format or audio. If you need this, you can request these by emailing your name, address and details of the format you need to brailleandlargefonts@slc.co.uk or call **0141 243 3686**.

Anything else?

If any of your circumstances change during the academic year, you need to call us on **0300 200 4050** and let us know.

If you're applying after the start of your course and your household circumstances have changed in the meantime, please contact us on **0300 200 4050** as we may need additional income information.

Armed Forces

If you, your parent(s) or partner are serving in the armed forces, you must apply for student finance in the UK country where you were ordinarily resident when you/they enlisted unless you are permanently living in another area of the UK.

What you need to do

3 steps to getting the Welsh Government Learning Grant Further Education.



You complete and return your application.

Remember to pay the correct postage and get proof of postage.

We'll assess your application and send you a Provisional Award letter.

If your application is successful this shows how much you could get.



You sign a WGLG FE Agreement.

Once you receive your Provisional Award letter, you need to sign a WGLG FE Agreement at your school or college.

We'll send you a Final Award letter.

When your school or college tells us your WGLG FE Agreement has been signed, this confirms how much you'll get.



You attend your course and get paid.

Getting paid

You'll be paid once each term, directly into your bank, building society or credit union account. You'll need to make sure we always have your most up-to-date account details or we won't be able to pay you.



If you withdraw from your course during the academic year you need to call us. You might have to repay any grant payments you've received.

Section 1 Declarations and consent

Information Usage Summary

Student Finance Wales is the student finance service provided by the Student Loans Company Limited (SLC), funded by the Welsh Government. The Welsh Ministers have transferred certain functions relating to student finance applications to SLC.

The information provided on this form will be used for the processing of the Welsh Government Learning Grant Further Education application by the SLC and any subsequent administration relating to the funding. Each section that asks for your personal data is explained below:

- **Section 2 Student's details** - we will use the information you provide in this section to:
 - work out if you are eligible for WGLG FE based on any previous funding you may have received;
 - identify which family members need to be included in your application so we can work out your entitlement; and
 - contact you or your nominated third party if we need to.
- **Section 3 Your payment details** - we will only use the information you provide in this section if we need to make payments to you or your nominated third party.
- **Section 4 Student's school or college details** - we will use the information you provide in this section to work out if you are studying at a school/college that is eligible to receive WGLG FE.
- **Section 5 Student's nationality and residency details** - we will use the information you provide in this section to work out if you are eligible to receive WGLG FE and to confirm your identity.
- **Section 6 Student's residence history** - we will only use the information you provide in this section to work out if you are eligible to receive WGLG FE based on your residence history.
- **Section 7 Student's independence details** - we will only use the information you provide in this section to work out if you are dependent or independent. This is important because we will then be able to ask you for the specific financial information and/or evidence we need to work out if you are eligible to receive WGLG FE.
- **Section 8 Independent student financial details** - we will only use the information you provide in this section to work out if you are eligible for WGLG FE based on your household income.
- **Section 9 and 10 Financial details** - we will only use the information you and your parent(s)/partner provide in this section to work out if you are eligible for WGLG FE based on your household income. This means sharing some of the data with HMRC.

For further details about the way your information is used, who is responsible for it and the rights you have in connection with it, please refer to our Privacy Notice available online at

www.studentfinancewales.co.uk/fe/privacy-notice

If you don't have internet access, please call us on **0300 200 4050** and we can send a copy to you.

1.2 Authorised third party



By authorised third party we mean someone who is authorised to act and/or receive payments on the student's behalf. Evidence is required such as documentation from a Local Authority or a Power of Attorney. **See 1.2 below.**

We need to see proof that you are authorised to act and/or hold funds on behalf of the student, send us:

- documentation from a public body (for example your Local Authority) or a Power of Attorney confirming that you are authorised to act and/or accept payments on the student's behalf.

Examples include:

- a statement of the student's special educational needs; **or**
- a letter showing you receive Disability Living Allowance (DLA); **or**
- a letter showing Personal Independence Payments (PIP) on behalf of the student.

Section 2 Student's details

2.4 Personal details



We need proof of your age and identity, provide one of the following:

- your valid UK passport details as requested in Section 5 of the application form; **or**
- your **original** valid non-UK passport; **or**
- your **original** birth/adoption certificate; **or**
- your **original** Biometric Residence Permit.

Your permit will only be used to validate your identity, no other data from it will be used or stored.

If you provide your valid UK passport details in Section 5 you do not need to send us your passport.

If your UK passport has expired you must send your **original** UK birth or adoption certificate.

If your name has changed from the one shown on your documents, you'll need to also send us proof of your name change, this can be either:

- your marriage certificate; **or**
- a deed poll.

All evidence items you send must be **originals**.

2.6 Contact details



We need proof that you live at this address, send us:

- a gas, electricity or similar bill, dated within the last three months; **or**
- your Council Tax letter for the current year; **or**
- your most recent benefits statement.

The proof can be in your parent's/partner's name.

2.8 Marital status



We need proof of your current status, send us:

If you're separated

- a letter from your solicitor confirming your status.

If you're divorced

- your decree absolute; **or**
- your dissolution order; **or**
- a letter from your solicitor confirming your status.

If your civil partnership has been dissolved

- your dissolution order; **or**
- a letter from your solicitor confirming your status.

If you're married

- your **original** marriage certificate.

If you're in a civil partnership

- your **original** civil partnership certificate.

Section 4 Student's school or college details

4.2 Course details



Independent Living Skills courses or, if studying in England, Preparation for Adulthood courses are eligible to receive funding. Courses at level 4 and above are not. Your school or college can tell you if your course is eligible.

4.5 Already getting an allowance?



You cannot receive this grant whilst you are currently in receipt or approved for an allowance or equivalent public funding. If you are found to be in receipt of this grant and either of these funding sources you will have to repay any grant payments you've received.

Section 5 Student's nationality and residency details



EU and EEA nationals

An up to date list of all EU and EEA member countries is available at: www.homeoffice.gov.uk



Ordinarily resident

By 'ordinarily resident' we mean that you normally and lawfully live in the UK, EU/EEA or Switzerland through choice. If you have moved to the UK for education purposes, you must have been ordinarily resident in the EU/EEA or Switzerland prior to becoming ordinarily resident in the UK.



Break in residency

If you have not been ordinarily resident you may still be eligible for funding if you can show the break was temporary and you were planning on returning to the UK. If the break in residency was due to active service in the Armed Forces, you are still considered to be resident in the UK.

Examples of acceptable temporary breaks are:

- gap year
- voluntary work overseas
- parents working abroad on a temporary contract of employment

You need to send us evidence which can include but not limited to:

- a letter from your learning provider confirming your gap year
- a letter from the employer on headed paper confirming your temporary employment and the dates worked
- a letter from the Armed Forces if applicable
- temporary visas or work permits in addition to the above

You must also be resident in Wales on the first day of your course to be able to get this grant.

If you need to send us your Biometric Residence Permit as evidence for any question in this section we will only use it to validate your identity, no other data from it will be used or stored.

5.1 UK national



If you hold a valid UK passport enter these details. This means **you don't need to send your passport to us.**

If you don't hold a valid UK passport, alternative evidence is required.

You need to send us:

- your **original** birth certificate.

We are unable to accept an expired passport as proof of your identity.

5.2 EU National



You need to send us:

- your valid passport; **or**
- your National Identity card.

All evidence items you send must be **originals.**

You need to send evidence to show you have been resident in the UK for the past 3 years.

Photocopied evidence can be but not limited to:

- a letter from your school or college on headed paper confirming your name, address(es) and date the letter was issued;
- utility bills (these can be printed from your online account if you do not get paper bills);
- Child Tax Credits letter - if you are named on it;
- bank statements (these can be printed from your online account if you do not get paper statements);
- Council Tax bills;
- a letter from your local council or housing association.

Section 5 Student's nationality and residency details (continued)

5.3 'Settled status' in the UK



You need to send us:

- your Biometric Residence Permit; **or**
- your Home Office letter **and** your immigration status document.

All evidence items you send must be **originals**.

5.4 Leave to enter or remain; discretionary leave; leave to remain on the grounds of family life; leave to remain on the grounds of private life; leave to remain outside the immigration rules; or humanitarian protection



If you have leave to remain on the grounds of family life **or** on the grounds of private life, this must be as a result of a failed application for asylum.

If you have leave to remain outside the immigration rules, this must be as a result of a failed application for leave to remain, either on the grounds of family life or private life.

You can apply for funding as long as you or your eligible family member's status does not expire before 1st September 2020.

If the status expires before you finish your course, we will ask for evidence of the updated status.

If any of these statuses apply to you or your eligible family member, you need to send us:

- the Biometric Residence Permit; **or**
- the Home Office letter **and** the immigration status document of the person who has been granted the leave to remain.

If any of these statuses apply to your family member, you also need to send us:

- proof that your relationship to the family member existed at the time of their application to the Home Office.

If you're claiming student finance as the child or step-child of a person granted this status, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's or step-parent's application to the Home Office.

If you're claiming student finance as the husband, wife or civil partner of someone who has been granted this status, you must have been their husband, wife or civil partner at the time of their application for asylum.

All evidence items you send must be **originals**.

Section 5 Student's nationality and residency details (continued)

5.5 'Refugee status' in the UK or 'EU temporary protection status' in the UK



You can apply for funding as long as you or your eligible family member's status does not expire before 1st September 2020.

If the status expires before you finish your course, we will ask for evidence of the updated status.

If this status applies to you or your eligible family member, you need to send us:

- the Biometric Residence Permit; **or**
- the Home Office letter **and** the immigration status document of the person who has been granted the leave to remain.

If this status applies to your family member, you also need to send us:

- proof that your relationship to the family member existed at the time of their application to the Home Office.

If you're claiming student finance as the child or step-child of a person granted this status, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's or step-parent's application to the Home Office.

If you're claiming student finance as the husband, wife or civil partner of someone who has been granted this status, you must have been their husband, wife or civil partner at the time of their application for asylum.

All evidence items you send must be **originals**.

Section 5 Student's nationality and residency details (continued)

5.6 'Leave to remain' as a stateless person



You can apply for funding as long as you or your eligible family member's status does not expire before 1st September 2020.

If the status expires before you finish your course, we will ask for evidence of the updated status.

If this status applies to you or your eligible family member, you need to send us:

- the Biometric Residence Permit; **or**
- the Home Office letter **and** the immigration status document of the person who has been granted the leave to remain.

If this status applies to your family member, you also need to send us:

- proof that your relationship to the family member existed at the time of their application to the Home Office.

If you are claiming student finance as the child or step-child of a person granted stateless person status, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's or step-parent's application to the UK Home Office.

If you are claiming student finance as the husband, wife or civil partner of someone who has been granted stateless person status, you must have been their husband, wife or civil partner at the time of their application.

All evidence items you send must be **originals**.

5.7 'Leave to remain' under section 67 of the Immigration Act 2016



You can apply for funding as long as you or your eligible family member's status does not expire before 1st September 2020.

If the status expires before you finish your course, we will ask for evidence of the updated status.

If this status applies to you or your eligible family member, you need to send us:

- the Biometric Residence Permit; **or**
- the Home Office letter **and** the immigration status document of the person who has been granted the leave to remain.

If this status applies to your family member, you also need to send us:

- proof that your relationship to the family member existed at the time of their application to the Home Office

If you're claiming student finance as the child or step-child of a person granted this status, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's or step-parent's application to the Home Office.

All evidence items you send must be **originals**.

Section 5 Student's nationality and residency details (continued)

5.8 Child of a Turkish national who is working or has worked in the UK



You need to send us:

- your valid passport; **or**
- your National Identity card.

We need proof that your parent is a Turkish national, send us:

- your parent's valid passport; **or**
- their National Identity card **and** proof of your relationship.

All of the above evidence items you send must be **originals**.

We also need photocopied proof that they are working/have worked in the UK, send us:

- their most recent P60; **or**
- their most recent P45; **or**
- a letter from their current employer on headed paper; **or**
- their latest audited accounts; **or**
- their most recent tax return; **or**
- details of their current income.

5.9 Child of a Swiss national



You need to send us:

- your valid passport; **or**
- your National Identity card.

and proof of your parent's Swiss nationality, send us:

- your Swiss national parent's valid passport; **or**
- their National Identity card **and** proof of your relationship.

All of the above evidence items you send must be **originals**.

We also need photocopied evidence of their UK residency, send us:

- a signed letter to confirm your Swiss national parent is living/was living in the UK on the first day of the academic year **and one of the following**:
 - latest bank statement; **or**
 - latest payslip (showing home address); **or**
 - tenancy agreement/mortgage statement; **or**
 - utility bill (dated within last 3 months); **or**
 - Local Authority correspondence (on headed paper); **or**
 - Government Department correspondence.

Section 5 Student's nationality and residency details (continued)

5.10 EEA or Swiss national who is working/has worked or is looking for work in the UK

If you/your family member stop actively looking for work or if you/they stop working and are not actively looking for work in the UK you need to contact us on **0300 200 4050** and let us know.

If this status applies to you, you need to send us:

- your valid passport; **or**
- your National Identity card; **or**
- your Permanent Residency Card (EEA only).

All of the above evidence items you send must be **originals**.

We also need photocopied proof that you're working/looking for work, send us:

- your most recent P60; **or**
- your most recent P45; **or**
- a letter from your current employer on headed paper; **or**
- your latest audited accounts; **or**
- your latest tax return; **or**
- details of your current income; **or**
- proof that you are currently actively seeking employment in the UK.

If this status applies to your family member, you need to send us:

- their valid passport; **or**
- their National Identity card **and** proof of your relationship.

All of the above evidence items you send must be **originals**.

We also need photocopied proof that they are working/looking for work, send us:

- their most recent P60; **or**
- their recent P45; **or**
- a letter from their current employer on headed paper; **or**
- their latest audited accounts; **or**
- their latest tax return; **or**
- details of their current income; **or**
- proof that they are currently actively seeking employment in the UK.

5.11 Ineligible based on your nationality and residency situation

You need to be able to meet the nationality and residency requirements set out by the Welsh Government Learning Grant Further Education Scheme to receive this grant.

If you think you might still be eligible and you want to speak to someone about your specific situation you can call **0300 200 4050**.

Section 7 Student's independence details

7.1 If on the first day of your course you'll be aged 25 or over



You need to send us:

- your **original** birth/adoption certificate; **or**
- your **original** valid passport.

If you provided your valid UK passport details in section 5 you do not need to send us your passport.

If on the first day of your course you'll be responsible for a child



You need to send us:

- your most recent Child Benefit statement; **or**
- your child's **original** birth certificate **and** confirmation of your current address.

If on the first day of your course you'll have financially supported yourself for three or more years



You need to send us:

- your P60 dated at least 3 years ago; **or**
- your benefits statement dated at least 3 years ago.

If on the first day of your course you have not lived in the legal care of your parents



This only applies to students under 25 and we will not ask you for financial evidence.

If you'll be 25 on the first day of the next academic year of your course, we'll ask you to provide financial information.

I started my course before 1st September 2018:

- for any three month period ending after your 16th birthday and before the first day of the first academic year of your course you have been in the custody of, in legal care of, or have been given accommodation by a Local Authority but you have not been under the legal care of your parents.

I started my course on or after 1st September 2018:

If at any point from the age of 14 to the first day of the first academic year of your course you:

- have not been under the legal care of your parents for a combined total of at least 13 weeks; **or**
- were under a special guardianship order, in the custody or legal care of, or have been given accommodation by a Local Authority for at least 13 weeks.

If you returned to the legal care of your parents between the ages of 14 and 16 (before the start of your course), you may still be considered a care leaver.

You need to send us:

A letter from your Local Authority confirming your current address and whether you are, or have been, in care.

This letter must be on headed paper. It needs to be signed and dated by an authorised official from your Local Authority, with an official stamp.

If on the first day of your course you'll be, or have been, married or in a civil partnership



You need to send us:

- your **original** marriage or civil partnership certificate.

Section 7 Student's independence details (continued)



If on the first day of your course you'll be estranged from your parents

You need to send us confirmation dated within the last year from a professional person outside your family who knows about your circumstances.

You can send **one** of the following:

- a letter from your social worker; **or**
- **if you claimed Income Support, Income-related Employment and Support Allowance or Universal Credit when you were under 18** – a letter from your local Jobcentre Plus office showing that you received benefits due to your estrangement; **or**
- **if your relationship with your parents broke down when you were at school or college** – a letter from an advice worker/personal tutor/teacher confirming your circumstances.



Both your parents are deceased

You need to send us:

- both **original** death certificates or certified copies of the death certificates.

Section 9 Dependent student financial details

Section 10 Parent(s)/Partner financial details



Parent(s)/Partner

The higher income from you or the student will be used to assess the student's entitlement.



Self assessed

If you completed an online tax return

You should refer to your saved online tax return for the income figures required in this section.

If you completed a paper tax return

There's an online guide to help you answer the questions in this section which you can download from: www.studentfinancewales.co.uk/wglgfe or if you would like a copy to be sent to you call us on **0300 200 4050**.



Data sharing

We will check the financial information that you provide with HM Revenue & Customs (HMRC). This information will be kept securely and held strictly under the provisions of the applicable data protection legislation.

If you fail to provide your National Insurance number on the application form we will ask you to provide your financial documents. If your National Insurance number is shown on any documents you send us in support of an application, we will use this information and share and check it with HMRC in order to obtain accurate financial information about you.

Part A

Financial information for tax year 2018-19



If your household income has permanently dropped since 2018-19



To be eligible to get this grant your total household income amount must be £18,370 or less.

If in tax year 2018-19 you earned over this threshold, but since, your income has permanently dropped below it you can be considered for this grant using your current household income.

We need proof of your current household income; you need to send us photocopies of one of the following:

- your latest Universal Credit Award letter; **or**
- your latest Income Support letter; **or**
- your payslips for last 3 months; **or**
- **If self assessed** - a letter from your accountant on headed paper that states your last three months income. This letter must be signed and dated.

And proof to show that your household income has permanently dropped; send us photocopies of one of the following:

- your recent P45; **or**
- your redundancy letter; **or**
- a letter from your employer on headed paper that explains the permanent drop in income. This letter must be signed and dated.

If there are two parents in your household

If the income has dropped for one parent, the other must also provide evidence of their earnings.

Section 9 Dependent student financial details (continued)

Section 10 Parent(s)/Partner financial details (continued)

9.4/10.3 Income from salary or wages



If as part of your salary or wages for tax year 2018-19 you received **tips and other payments** that did not show on your P60, you still need to include this figure when providing your total income amount earned from employment.

Income from taxable state benefits



Only include income received for the following benefits:

- Bereavement Allowance
- Carer's Allowance
- Contribution-based Employment and Support Allowance
- Graduated retirement benefit
- Incapacity Benefit (only include the amount received after 28 weeks of incapacity)
- Industrial Death Benefit
- Jobseekers Allowance
- Statutory Adoption Pay
- Statutory Maternity Pay
- Statutory Paternity Pay
- Statutory Sick Pay
- Widowed Parent's Allowance

9.6/10.5 Income from savings and investments



To make this question easier to answer, we have split it up into four separate parts. You may or may not have received income from every part, just tell us about the ones you did.

Only tell us about the amount of interest/income you gained from savings and investments during tax year 2018-19, not the actual amount of savings or invested sums you had.

Total interest from UK banks, building societies and unit trusts



This is gross UK interest (before tax has been deducted).

You must include interest you receive on bank, building society and other savings accounts unless it is specifically non-taxable, for example, a non-taxable Individual Savings Account (ISA) etc.

If you did not declare any savings and investment income to HMRC, refer to your bank or building society statements for these figures.

Section 9 Dependent student financial details (continued)

Section 10 Parent(s)/Partner financial details (continued)



Total income from UK life insurance gains, securities and partnerships

This includes:

- Interest from gilt edged and other UK securities – gross amount before tax
- UK life insurance policy etc. gains on which tax was treated as paid
- UK life insurance policy etc. gains on which no tax was treated as paid
- UK life insurance policy etc. gains from voided ISAs
- Your share of taxed interest etc.
- Total untaxed savings income taxable at 20%
- Taxed income taxable at 10%
- Taxed income taxable at 20%



Total income from UK investments and dividends

This includes:

- Dividends from UK companies
- Other dividends
- Stock dividends
- Non-qualifying distributions and close company loans written off or released
- Share schemes – taxable amount



Total income from foreign investment and dividends

This includes:

- Foreign dividends
- Interest and other income from overseas savings
- Dividends from foreign companies
- Dividend income received by a person overseas

Section 9 Dependent student financial details (continued)

Section 10 Parent(s)/Partner financial details (continued)

9.7/10.6 Taxable benefits in kind



This includes:

- Assets placed at employee's disposal (cars, property, goods or other assets)
- Payments made on behalf of employee
- Vouchers and credit cards
- Living accommodation
- Mileage allowance and passenger payments
- Total cash equivalent of all cars/vans made available
- Total cash equivalent of fuel for all cars/vans made available
- Cash equivalent of loans after deducting any interest paid by the borrower
- Private medical treatment or insurance
- Qualifying relocation expenses payments and benefits
- Services supplied
- Assets placed at employee's disposal
- Other items (including subscriptions and professional fees)
- Expenses payments made to, or on behalf of, the employee

Part B

Any other income

9.9/10.8 Income from self-employment



To make this question easier to answer, we have split it up into two parts. You may or may not have received income from both parts, just tell us about the ones you did.



Total adjusted profit from businesses

This includes:

- Total adjusted profits from this business (aggregated for multiple self employments)



Total adjusted profit from partnerships

This includes:

- Share of total taxed and untaxed income other than that taxable at 10% and 20%
- Your share of total adjusted profit from the partnerships

9.10/10.9 Income as a Minister of religion



This includes:

- Taxable income minus expenses (Ministers of religion) that are not included in your P60 or P11D

Section 9 Dependent student financial details (continued)

Section 10 Parent(s)/Partner financial details (continued)

9.11/10.10 Any other taxable income or lump sums



This includes:

- Other taxable income – before expenses and tax taken off
- Foreign earnings not taxable in the UK
- Taxable lump sums
- Lump sums or benefits received from an Employer Financed Retirements Benefit Scheme excluding pensions
- Redundancy and other lump sums and compensation payments

9.12/10.11 Income from property lettings



This includes:

- Income from UK property
- Income from foreign property or land

9.13/10.12 Income from UK trusts



This includes:

- Discretionary income payment from a UK resident trust – net amount
- Discretionary income payment from a UK resident trust – total payments from settlor-interested trusts
- Non-discretionary income entitlement from a trust – net amount of non-savings income
- Non-discretionary income entitlement from a trust – net amount of savings income
- Non-discretionary income entitlement from a trust – net amount of dividend income
- Income chargeable on settlors
- Income from UK estates
- Foreign estate income

9.14/10.13 Foreign income



This includes:

- Total taxable amount of overseas pensions, state benefits and royalties etc.
- Total taxable amount of all other income received by a person abroad and any remitted 'ring fenced' foreign income
- Gains on disposals of holdings offshore funds and discretionary income from non-resident trusts
- Benefit received from an overseas trust, company or other person
- Gains on foreign life policies (amount of gain)

Section 9 Dependent student financial details (continued)

Section 10 Parent(s)/Partner financial details (continued)

9.15/10.14 Income from an overseas pension



This includes:

- Value of pension benefits in excess of your Available Lifetime Allowance, taken by you as a lump sum
- Amount of unauthorised payment from a pension scheme, not subject to surcharge
- Total amount of unauthorised payment from a pension scheme, subject to surcharge
- Taxable short service refund of contribution (overseas pension schemes only)
- Taxable lump sum death benefit payment (overseas pensions only)

9.16/10.15 Other overseas income and gains



This includes:

- Amount of omissions (exemptions under transfer of foreign assets)

Part C

Income deductions

10.18 Allowable expenses on which you claimed tax relief



This includes:

- Total amount of allowable expenses
- Foreign tax for which tax credit relief not claimed
- Business travel and subsistence expenses
- Fixed deductions for expenses
- Professional fees and subscriptions
- Other expenses and capital allowances

Additional Information

When will I get paid?

Before we can make payments:

- you must agree and sign your WGLG FE Agreement with your school or college
and
- your school or college must tell us you have been in attendance.

If you attend as agreed you'll be paid once each term, directly into your bank, building society or credit union account.

You'll need to make sure we always have your most up to date account details or we won't be able to pay you.