

# Part-time Tuition Fees & Funding Information

## Fee Waiver

Some students may be eligible for fee waiver if in receipt of certain types of benefits. Fee waiver evidence must be submitted either before or on enrolment. Check the college website for eligible courses.

## SDS Individual Training Account (ITA)

You could receive up to £200 towards a single course or training episode per year. ITA funding could be right for you if you're:

Skills  
Development  
Scotland

- Aged 16 or over
- Not in education or involved in any other SDS funded programme
- Unemployed and looking to get back into work
- Employed and earning less than £22,000 per year
- Resident in Scotland

### How to apply

You can search for ITA courses and apply online. To find out more visit: [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk)

## Part Time Fee Grant

If you are aged 16 or over, living in Scotland and earn £25,000 a year or less you can access a Part-time Fee Grant from the Scottish Awards Agency Scotland (SAAS). The level of funding is dependent on the number of credits studied (for HNC level and above).

You can apply and access the full eligibility criteria via the part-time funding section of the SAAS website at: [www.saas.gov.uk](http://www.saas.gov.uk)

Before you apply you will need information such as the course you will be attending and the number of SCQF credits for your course. This information can be provided by emailing: [PTFG@forthvalley.ac.uk](mailto:PTFG@forthvalley.ac.uk)

If successful, a letter of award will be issued which will include how much funding you have been awarded. Please note that SAAS do not fund the full tuition fees for part-time courses.



## Employer Paying

If your employer is paying for your tuition fees then an Employers Agreement form or letter from your employer must be submitted prior to or on enrolment.

## Student Paying

Instalment arrangements are available for fees or balance of fees in excess of £150, with an initial payment of 30% of course fees required to be paid on or prior to enrolment. This also applies where there is a balance of fees when using an ITA or Part Time Fee Grant.

