

FEE WAIVER POLICY

Purpose

This policy details the College approach to fee waivers for learners.

Scope

Newbattle Abbey College will waive the fees of any student entitled to support under the National Fee Waiver Grant Policy when that student is undertaking an eligible course study.

Fee Waivers

1. EU and EEA students may be eligible for fee waiver provided they meet the national criteria.
2. Fee waivers are not available to international students.
3. Fee waivers might be available for registered asylum seekers.
 - In accordance with SFC Circular SFC/GD/05/2017, non-EU students are not eligible for Fee Waiver, except where the student is:
 - The spouse or child of a person who is an asylum seeker living in Scotland (as defined by the Immigration and Asylum Act 1999) on either an English as a Second or Other Language (ESOL) course (full or part time) or another part-time advanced or part-time non-advanced course; or
 - A non-asylum seeker living in Scotland, on a part-time ESOL course and the student's main purpose for being in the EU is not to receive education.
 - The three-year residency rule does not apply to refugees. A student is entitled to support from the date of the Home Office letter giving them refugee status.
4. Candidates may be asked to pay accommodation fees associated with their course.
5. No concessionary rates are available to students.
6. Where the fees exceed the funding available to the College, fee waivers are not available to students.
7. Fees waived will be subject to the Fee Waiver Grant Policy supported by the Scottish Funding Council (SFC).
8. Each claimant (student) should meet the eligibility criteria to render a claim as valid. Please read the Scottish Funding Council National Policy for Further Education Bursaries.

9. Fee waivers can only be offered if candidates provide documentary evidence to prove entitlement to a fee waiver.

10. This policy should be read in conjunction with the College Policies on Equality and Diversity.

11. Responsibility

The Principal is responsible for the management of this policy. The Senior Administrator and the Depute Principal are responsible for the operation of this policy.

This Policy should be read in conjunction with other relevant College policies, procedures and guidance documents, whether specifically listed above or subsequently published or amended.

The College reserves the right to update, introduce, or revise policies and procedures from time to time.

Compliance with the most current versions of applicable policies and procedures, as published, is expected.

Title:	Fee Waiver Policy
Lead Officer:	Senior Administrator
Date last reviewed	February 2024
Next Review date:	February 2027
Approved By:	Finance & Resources
Date first approved:	March 2009