

## Adult Learning Services

### Fees Policy 2010-11

#### i. Introduction:

A fees policy was introduced in 2008-09 to standardise the process of charging fees to adult learners who enrol on an adult & community learning programme.

All providers funded to deliver adult & community learning programmes for The Learning Trust will be required to adhere to the guidelines set out in this document.

Charging adult learners a fee to participate in learning will ensure a greater level of commitment and a sense of responsibility amongst learners towards their own learning. Fees will also help providers with their administrative costs, which are not funded by The Learning Trust.

Providers must inform The Learning Trust how much they are charging for fees.

#### ii. Fees Guidelines:

The level of fee charged to the learner depends on the types of programmes and the types of learners.

Programmes that require specialist resources and equipment may charge learners a higher fee than a basic course.

- **Fee-paying:** Adult learners over the age of 19, residents of Hackney, who are enrolled on an adult & community learning, should pay the full administrative fee that is charged by the provider.
- **Concessionary:** Adult learners who fall into any of the categories below should be eligible for a fee reduction:
  - They are on means tested state benefits or job-seekers allowance, or are dependent on someone on such benefits
  - They have learning difficulties
- **Non-fee-paying:** If a learner is enrolled on a Basic Skills, ESOL and Family Learning course, or have a physical disability they should not be required to pay a fee.

#### iii. Adult Entitlement (<http://www.lsc.gov.uk/providers/adultentitlement>)

Please be aware that some courses must not be charged for:

You can access the qualifications lists on the LSC website. There are four lists which cover the specified qualifications in:

- [Level 1 Literacy](#)
- [Entry Level 3 Numeracy](#)
- [Level 2 vocational qualifications](#)
- [Level 3 qualifications](#)