

Annexes

Annex 1 – Eligibility Checklist

Criteria	Evidence Required
<p><i>Full Name and Age*</i></p> <p>*validated vs course start</p>	<p>One of the following:</p> <ul style="list-style-type: none"> • birth certificate (bearing the applicant's full name) • valid passport (UK and non-UK) • identity cards from an EU or European Economic Area (EEA) country • UK photocard driving licences (full or provisional) • EU or EEA driving licences
<p><i>Legal Residency in Wales</i></p>	<p>One of the following for all applicants:</p> <ul style="list-style-type: none"> • any UK documents not already used above • council tax bill / demand letter / exemption certificate issued within 12 months • bank/building society or credit union statement issued within the last 3 months • benefits entitlement letter issued within the last 12 months • HMRC tax notifications and correspondence issued within the last 3 months • utility bill (gas, electricity, water, telephone landline) issued within the last 3 months • tenancy agreement from local council or housing association issued within 12 months <p>AND, for anyone not British or Irish citizens, one other document that will show:</p> <ul style="list-style-type: none"> • pre-settled or settled status through the EU Settlement Scheme • indefinite leave to enter (ILE) or remain in the UK (ILR) • exemption from immigration control • approved visa • current family permit • asylum seeker or refugee status <p>NB: Please see more detailed information on next page with regards to the different types of UK Visas and their impact on PLA funding availability.</p>

Basis of Stay in the UK	PLA Funding Availability
<i>Tier 2 Skilled Worker Visa</i>	Yes, candidates can apply and submit all other relevant evidence
<i>Tier 4 Student Visa</i>	No, as candidates can only study on courses approved by UK Government and that information is used to declare the full purpose of the VISA
<i>Tier 5 Government Authorised Exchange Visa</i>	Yes, candidates can apply and submit all other relevant evidence
<i>Graduate Visa</i>	Yes, candidates can apply and submit all other relevant evidence
<i>Dependant Visa</i>	Yes, as long as the course can be completed before the Visa expiry date, candidates can apply and submit all other relevant evidence
<i>(Indefinite) Leave to Enter</i>	Yes, candidates can apply and submit all other relevant evidence
<i>(Indefinite) Leave to Remain</i>	Yes, candidates can apply and submit all other relevant evidence
<i>Asylum Seeker</i>	Yes, candidates can apply and submit all other relevant evidence, unless: <ul style="list-style-type: none"> • they have a “no study” bail condition on their Bail 201 letter OR • they are an appeal rights exhausted (ARE) asylum seeker
<i>Refugee</i>	Yes, candidates can apply and submit all other relevant evidence

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<p><i>Employment Characteristics</i></p>	<p>Employed (including ‘at risk of redundancy’ and ‘prisoners on day release’)</p> <p>Individuals working <u>full-time</u> or <u>part-time</u> for an employer or as <u>agency staff</u> need to provide:</p> <ul style="list-style-type: none"> • payslips for the previous 3 months before application (end of each month if paid weekly) <p>OR</p> <ul style="list-style-type: none"> • last payslip if issued within the month prior to the application being submitted AND showing the year-to-date value <p>AND, for prisoners on day release, to enable FEIs undertake any relevant risk assessment(s):</p> <ul style="list-style-type: none"> • Release on Temporary Licence (ROTL) - Resettlement Day Release (RDR) documentation <p>Individuals on <u>zero hours</u> contracts AND not self-employed need to provide:</p> <ul style="list-style-type: none"> • current employment contract issued within the last 3 months AND still active <p>NB: For the 2024/25 academic year, the annual basic salary should be assessed as being below the median income (£32,371) for PLA Core only.</p> <p>Self-Employed individuals need to provide the following:</p> <ul style="list-style-type: none"> • proof they are self-employed, for ex. the Unique Taxpayer Reference (UTR) • most current self-assessment Tax Return to HM Revenue and Customs (HMRC) • self-declaration saying that their predicted personal income for the current financial year will not go over £32,371 (needs to include at a minimum: full name, date of birth, address, company name, signature) <p>Full-time Carers (paid or non-paid) need to provide one of the following documents (dated within the last 12 months):</p> <ul style="list-style-type: none"> • Attendance Allowance Letter (AA) • Carers’ Allowance Letter of Award • Disability Living Allowance Letter (DLA) • Personal Independence Payments (PIP) • Armed Forces Independence Payments (AFIP) • Valid Blue Badge
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