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Shared Services  
Partnership  
Student Awards Services

# Additional Allowances

*(Dependants Allowance / Parent Learning Allowance)*

## Frequently Asked Questions



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Questions	Response
What is Dependants Allowance?	<p>Dependants Allowance is a means tested allowance payable to students who are responsible for people who are wholly or mainly financially dependent on them during their time in training. You can apply for the following Dependants Allowance(s):</p> <ul style="list-style-type: none"> <li>• Spouse, civil partner or partner</li> <li>• Child(ren)</li> </ul>
What are the maximum rates for Dependants Allowance?	<p>The <b>maximum</b> rates for Dependants Allowance are as follows: -</p> <p>Adult / Eldest Child Rate: £2448  Additional Child(ren): £549 per child.  Parent Learning Allowance: £1204</p> <p><b>All allowances are means tested based.</b></p>
What Dependants Allowance can I claim for my Spouse, Civil Partner or Partner?	<p>Dependants Allowance cannot be awarded to your Spouse, Civil Partner or Partner if they are a Student in receipt of publicly funded support in their own right (such as a Student loan and / or Tuition fees).</p> <p>If both students are in receipt of bursary funding through NHS Wales, only <b>one</b> student should apply for Dependants Allowance. In these cases, the maximum child rate can be applied when assessing</p> <p>If you wish you claim for any dependent children, you must declare your Spouse, Civil Partner or Partner, if you have one, on your NHS Wales Bursary application regardless of their circumstances.</p> <p>To do this, during your BOSS application you should answer 'Yes' to the question 'Do you have a Spouse/Civil Partner/Partner who will be wholly or manually financially dependent on you during your training?' on the Dependant's Allowance page.</p> <p>If you are a lone parent, you should answer 'No' to the above question and 'Yes' to the following question asking whether you are a lone parent.</p>
What Dependence Allowance can I claim for my children?	<p>Children that are dependent on you and are under the age of 19 on the first day of your academic year may be classed as a 'dependant'. Children in further education (16-19) will need to provide evidence of further education enrolment alongside Child Benefit &amp; Universal Credit.</p> <p>Children who are over normal school age that are employed, receiving benefits or have entered into higher education (University) or a paid apprentice cannot be classed as a 'dependant'.</p>

	<p>How is the Dependants Allowance calculated?</p>	<p>Both Dependants Allowance and Parent Learning Allowance (PLA) are means tested based on the income of all your dependants, net of allowable expenses.</p> <p>The allowable expenses that may be deducted from the taxable income are as follows:</p> <ul style="list-style-type: none"> <li>•Income Tax</li> <li>•National Insurance Contributions</li> <li>•Personal / Employee pension contributions</li> <li>•Mortgage payments / Rent payments</li> <li>•Life Assurance Premiums</li> </ul> <p><b>No other living expenses can be considered.</b></p>
	<p>How do I apply for Dependants Allowance if I did not apply for it on my initial BOSS application?</p>	<p>If your initial application has been approved, you can apply for Dependants Allowance by logging into your online BOSS account and completing new application. You will also automatically be assessed for Parental Learning Allowance (PLA) if applicable to you.</p> <p>Once your application has been submitted, you may be required to provide the additional supporting evidence requested in your revised Evidence Email.</p> <p>If your initial application is pending, please email <a href="mailto:abm.sas@wales.nhs.uk">abm.sas@wales.nhs.uk</a> outlining you're your request for Dependants Allowance. <b>Please include your name, date of birth and SAS number in your email.</b></p>
	<p>Does my Dependants Allowance need to be reassessed if my Spouse / Civil Partner / Partners income as increased?</p>	<p>No - If there is an increase in income then there is no need to submit a new application. Any increase in income will be picked up in the following academic year assessment.</p> <p>The only exception to this is if you have had a Current Year Income Assessment agreed and the income has increased after a short period of time. For example, if your Spouse's / Civil Partner's income had dropped by 15% due to being made redundant and then gains employment soon after this, the Current Year Income Assessment would not be a true reflection of the projected income for the forthcoming academic year.</p>
	<p>If I or my partner have a baby during the academic year, are there any allowances we may be able to claim for?</p>	<p>If you or your Partner /Civil Partner / Spouse gives birth part way through the Academic Year, you may be entitled to claim for the following additional means tested allowances:</p> <ul style="list-style-type: none"> <li>• Dependants Allowance (Deps)</li> <li>• Parental Learning Allowance (PLA)</li> <li>• Childcare Allowance (CCA) - <b>Not applicable for students on currently on Maternity Leave.</b></li> </ul> <p><b>Already applied for additional allowances</b></p> <p>If you have already been assessed for Dependants Allowance, you can apply to add your additional child to the assessment. You will be</p>

		<p>required to submit a new application and provide the additional evidence requested in your Evidence Email.</p> <p>Your new entitlement to Dependants Allowance will be calculated from the date of your baby's birth to the end of the Academic Year.</p> <p><b>Have not already applied for additional</b></p> <p>If you are currently receiving the basic award / extra weeks allowances only, you can apply for Dependants Allowance for your new child (and Partner /Civil Partner / Spouse if applicable).</p> <p>You will be required to submit a new application and provide the additional evidence requested in your Evidence Email.</p> <p>Your entitlement to Dependants Allowance (Deps), Parental Learning Allowance (PLA) and Childcare Allowance (CCA) will be calculated from the date of the baby's birth to the last day of the academic year.</p>
	<p>I have been classed as a Dependent Student but have had a baby during the Academic Year. Can I now apply for Dependants Allowance as an Independent Student?</p>	<p>As you were classed as a Dependent Student at the start of your current academic year, your status cannot be changed until the start of your next academic year when you reapply. However, you can apply for the (means tested) Dependants Allowance / Parent Learning Allowance after the date of the change in your circumstances, i.e. the birth of your baby.</p> <p>If your initial application has been approved, you can apply for Dependants Allowance by logging into your online BOSS account and completing new application. You will also automatically be assessed for Parental Learning Allowance (PLA) if applicable to you.</p> <p>As you complete your new application, please note the following –</p> <ul style="list-style-type: none"> <li>• Please take care when answering the questions on the 'Student Award Status' Tab as this is the section that determines whether you are assessed as an Independent or Dependent student. You should answer '<b>No</b>' to all of these questions and declare parental income as per your previous applications (if applicable).</li> <li>• If you wish you claim for any dependent children, you must declare your Spouse, Civil Partner or Partner, if you have one, on your NHS Wales Bursary application regardless of their circumstances. To do this, during your BOSS application you should answer 'Yes' to the question 'Do you have a Spouse/Civil Partner/Partner who will be wholly or manually financially dependent on you during your training?' on the Dependant's Allowance page. If you are a lone parent, you should answer 'No' to the above question and 'Yes' to the following question asking whether you are a lone parent.</li> </ul>
	<p>What evidence is required to claim</p>	<p>The student will need to provide evidence for the below –</p>

for Dependents Allowance?	<ul style="list-style-type: none"> <li>• Proof of all income and expenses declared on the Dependants Allowance section of your application.</li> <li>• The long version birth certificate(s) (which contain the parent(s) details) for all dependent children who you wish to claim for.</li> <li>• One form of ID for your Spouse / Civil Partner / Partner (if applicable). Ideally this should be a Birth Certificate, Passport or Driving Licence. If your partner is a Non-UK / EU National, we also require their Passport, a valid UK Visa and Home Office letter(s).</li> <li>• Up to date Child Benefit letter (an up to date Bank Statement showing Child Benefit payments can be accepted). <i>If you cannot provide proof of Child Benefit as you / your partner's income is too high to receive it, you should send your letter which shows your entitlement has ceased. If you do not have this letter and do not receive Tax Credit / Universal Credit, you should send a signed letter explaining this.</i></li> <li>• Latest Tax Credits Award Notice / Universal Credit Statement &amp; Claim. <i>If you have not applied for tax credits or universal credit, please supply a signed letter outlining the reasons why you have not applied for these allowances. If you are not eligible for tax credits or universal credit, please supply a cover letter confirming this and supporting evidence to show you are not eligible i.e. a letter from HMRC.</i></li> </ul> <p><b>Please note: the name of your child(ren) will need to be shown on at least one of the above documents provided.</b></p> <ul style="list-style-type: none"> <li>• If your child is over 16 and is continuing in further education, we will also require a letter of enrolment in the further education establishment (school/college). The letter should confirm the start and end date of the course.</li> </ul>
Can I claim Dependants Allowance for Foster Children?	No, you cannot claim Dependants Allowance for Foster Children.
What is Parent Learning Allowance (PLA)?	<p>Parent Learning Allowance (PLA) is a means tested allowance which is payable to students with dependent children.</p> <p>You must apply and be assessed for Dependants Allowance before PLA can be applied.</p>
I have a Shared Living arrangement in place for my	<p>If there is a shared living arrangement in place for a dependent, this will need to be declared on the application. The following evidence will be required to prove financial responsibility:</p> <ul style="list-style-type: none"> <li>- A signed and dated letter to explain the arrangement in place</li> </ul>

	<p>child(ren). What evidence will be required?</p>	<ul style="list-style-type: none"> <li>- Evidence if a formal arrangement is in place i.e. a Shared Care Court Order or Child Arrangements Order</li> <li>- Up to date Child Benefit Letter</li> <li>- Latest Tax Credit Award Notice/Universal Credit Claim &amp; Statement.</li> </ul> <p>Depending on the evidence and circumstances surrounding the Shared Living Arrangement, you may not be eligible to apply for the full rate of Dependants Allowance/Parent Learning Allowance.</p>
	<p>Can I claim for dependants Allowance and Parent learning allowance if I have separated from my partner</p>	<p>Yes, you can apply for Dependants Allowance and Parent Learning Allowance as a single parent. You will need to complete a Change of Circumstances Application with the effective date of change and the provide the following evidence to support your change:</p> <ul style="list-style-type: none"> <li>• Your revised Tax Credit Award Notice or amended Universal Credit Claim and Statement showing you are now claiming as an individual</li> <li>• Your revised Council Tax Bill showing full student exemption.</li> <li>• Evidence of Child Benefit to confirm you are still in receipt of Child Benefit payments.</li> <li>• A legal separation document or a letter from a solicitor who can confirm your circumstances.</li> </ul>
	<p>Can I apply for Dependants Allowance if my partner / civil partner / spouse is also a student?</p>	<p>Dependants Allowance cannot be awarded to your Spouse, Civil Partner or Partner if they are a Student in receipt of publicly funded support in their own right (such as a Student Loan /Tuition fees). In these cases, the maximum child rate of £274.40 &amp; PLA can be applied in when calculating.</p> <p>If your spouse / civil partner / partner is in receipt of public funding, we will require their award notice. This must clearly show a breakdown of the elements that make up the award and must cover the same academic year you are applying for.</p> <p>If your spouse / civil partner / partner is not in receipt of any public funding, we will require one the following:</p> <ul style="list-style-type: none"> <li>• A signed letter from their funding body showing they are ineligible for funding.</li> <li>• A signed letter from the College, Sixth Form or University confirming no funding is available.</li> <li>• If they chose not to apply for public funding, a letter from their university and Tuition Fee receipts / invoices showing they have self-funded will be required.</li> </ul> <p>If both students are in receipt of bursary funding through NHS Wales, only <b>one</b> student should apply for Dependants Allowance. In these cases, the maximum child rate of £549 &amp; PLA can be applied in when calculating.</p>