cyllid myfyrwyr cymru
student finance wales

Ariennir gan **Lywodraeth Cymru**
Funded by **Welsh Government**

Welsh Government Learning Grant Further Education 2026/27

WGLG FE Agreement Form

This is your Learning Agreement form.

College name

Student name

Student date of birth Day Month Year

Customer Reference Number

Additional information Student ID No :

Student Agreement

Please read this agreement carefully

We can only progress your application for Welsh Government Learning Grant Further Education (WGLG FE) if your college has confirmed that you have signed and dated this learning grant agreement.

- I confirm that the information I have previously submitted is still correct and that I have notified any changes thereto in accordance with my original application terms.
- I confirm that I have not been in receipt of any other funding from the Welsh Government for this level of study or course. Please note, this does not apply if you have previously received Education Maintenance Allowance.
- I understand that any attempt to dishonestly obtain WGLG FE shall be treated as fraud and may result in criminal and/or civil proceedings against me.
- I understand that as part of the WGLG FE, the information which I have provided maybe subject to review as part of a sample check.
- I confirm that if I withdraw from my course, I will repay all or part of my WGLG FE allowance for all or part of the year.

Preferred correspondence language

What language would you like us to use when we communicate with you? ☐ English ☐ Welsh

Consent to share

Do you consent to your college sharing your information with your parent(s) or partner? ☐ Yes ☐ No

Extenuating Circumstances

Are you currently aware of any extenuating circumstances that may affect your attendance (for example, you help to provide care for a family member who is ill or disabled)? ☐ Yes ☐ No

You should inform your college if you become aware at any time of extenuating circumstances that may affect your attendance.

Course Details

Course Title :

Now turn to the next page

Attendance Criteria

- To receive WGLG, you must attend 100% of your timetabled lessons. Grwp Llandrillo recognises that a 100% is not always possible and as a result expects you to maintain 90% attendance each term.
- All learners will need to ensure 100% attendance in Term 1 for two full weeks before payments are authorised. In Term 2 all learners will need to ensure 90% attendance for two full weeks before payments are authorised, and in Term 3 all learners will need to ensure 90% attendance for one full week before payments are authorised.
- Regular patterns of lateness may impact payments.
- You will be expected to notify your Personal Tutor should you be unable to attend college due to illness.
- A learner can self certify illness by contacting the personal tutor to explain why they are unable to attend college. Self certification can be made for no more than 5 days for one consecutive period of illness.
- For periods of illnesses of over 5 days or regular consecutive periods of illnesses a learner will require a letter from the GP or medical professional and support will be provided by the college.
- For illness of over 4 weeks and where a learner will not pass their course then WGLG payments may be withheld.
- Should a learner experience difficulties attending lessons on time or are experiencing regular illnesses it is important that you speak to your personal tutor or come into Learner Services for support and an Action Plan will be created to help you improve your attendance.
- Student Finance Wales requires the learner to : Notify Student Finance Wales and the College of any reduction in hours or change of course/personal circumstances.
- Check their attendance by accessing eDrac Learner.

College checklist

This must be completed by the college to confirm that:

☑ You have explained to the student how the WGLG FE scheme works, including attendance and achievement monitoring.

☑ You have explained to the student that they'll start getting their WGLG FE payments when you confirm that they've signed their WGLG FE Agreement.

☑ You will confirm that the student has signed their WGLG FE Agreement on the Learning Centre Portal.

☑ You will confirm the student's attendance on the Learning Centre Portal each term.

Student

Your full name (in BLOCK CAPITALS)

Your signature ✕

Date Day Month Year

College

Your full name (in BLOCK CAPITALS)

Your signature ✕

Job Title

Date Day Month Year