

Nottinghamshire County Council Adult Learning Fees and Remission Policy 2025/2026

1. **COVERAGE:** this fees approach covers activity funded through the Adult Skills Fund (Tailored Learning) , funded by the Department for Education (DfE) and East Midlands Combined County Authority (EMCCA) and contracted to Nottinghamshire County Council/Inspire Learning for delivery in Nottinghamshire.
2. **IMPLEMENTATION DATE:** this policy will take effect from 1st August 2025.
3. **TUITION FEE:** the hourly charge for Tailored (Community) Learning courses will be £4.00 per hour. The collection method is at the discretion of the learning provider. The regulations covering how charges for accredited courses are applied vary and are published by the DfE in their annual fees guidance.
4. **EXEMPTIONS:** the following provision within Tailored (Community) Learning will be exempt from fees:
 - Customised Provision for Learners with Learning Difficulties and/or Disabilities (LLDD): discrete provision for LLDD cohorts will be exempt from fees. Individual members of the LLDD cohort enrolling on Tailored Learning courses will be charged fees unless they are covered by one of the remissions detailed under section 6, below.
 - Discrete Courses for Volunteers: prior approval for remission is required from the Learning Director.
 - Discrete Family Learning Courses delivered in conjunction with community partners (e.g., local schools or Family Hubs).
 - Any course where there is good reason (at the discretion of the Learning Director).
5. **REMISSIONS:** learners in receipt of the following benefits will be eligible for fee remission:
 - Universal Credit
 - Income based Job Seekers Allowance (not contribution based)
 - Housing Benefit or Council Tax Support (not Single Person's Discount)
 - Employment and Support Allowance (ESA)
 - Income Support
 - Incapacity Benefit
 - Working Tax Credit
 - Pension Credit (not savings credit)
 - Unwaged Dependents of those in receipt of the above benefits.

All benefits claimants will be required to provide evidence of their benefit status to qualify for fee remission.
6. **FINANCIAL SUPPORT:** Inspire Learning has a discretionary learner support fund to support fee or course costs for learners experiencing financial hardship but not otherwise eligible for fee remission.

7. **REFUNDS:** if a Tailored Learning course is terminated by the service, learners who have paid in advance will be refunded for the sessions cancelled by the service. Individual learners who choose to leave a Community Learning course before its completion will not be eligible for a refund.
8. **ADULT SKILLS FUND ACCREDITED PROVISION:** fee remissions for Adult Skills Fund Accredited courses will abide by the 2025/26 DfE / EMCCA Funding Rules. Individuals with earnings of less than £25,000 may be eligible for fee remission from the cost of their accredited courses using the 'Low Wage Threshold'.
9. **FREE COURES FOR JOBS (FCFJ) :** fee remissions will abide by the 2025/2026 EMMCA funding rules. Individuals with earnings of less than £33,796.80 will be eligible for fee remission.
10. **INELIGIBLE LEARNERS:** Where there are places remaining on a programme, these may be taken by learners who are not eligible for DfE / EMCCA funding upon payment of full course fees of £12 per hour.

*DfE ASF funding rules 2025 to 2026 [Adult skills fund: funding rules 2025 to 2026 - GOV.UK](#)