

We would stress that it is an individual's responsibility to check the service required is covered by a scheme and that the service selected is the most cost effective for your needs.

Essex County Council

Post 16 Transport

You can apply for Post 16 Transport Assistance from Essex County Council if you are:

- Under 19 at the beginning of the academic year (1 September)
- Attending a full time study programme at a school, sixth form or college that is funded by the Education Funding Agency
- Living over 3 miles away from the school/college you have chosen
- Attending the nearest maintained establishment at which the programme, or the majority of the programme, is offered

For further information please contact the Education Transport and Awards team on

- o Tel: 0345 603 2200
- o Website: www.essex.gov.uk/schooltransport (*I'm looking for - Post 16 Transport*)
- o Email: educationawards@essex.gov.uk

The Local Bus Team

Covers travel from Ongar/Blackmore 32/46

For further information

- o Tel: ECC 0845 603 7631 (or scholars tickets only direct line to supplier 0845 200 4134)
- o Website: www.essex.gov.uk (*I'm looking for - ECC tickets*)
- o email: localbusteam@essex.gov.uk

Abellio Greater Anglia

The 16-25 Railcard allows 1/3 off the price of selected tickets

For further information please contact Abellio Greater Anglia

- o Tel: 0844 871 4036
- o In person at the station
- o Website: www.abelliogreateranglia.co.uk select Tickets & Fares - Railcards
- o Website: www.16-25railcard.co.uk

Other local operators

Regal Busways 01245 249001 email: regalbuswaysltd@aol.com

Stephensons of Essex 01702 541511

Chelmsford College Travel Scheme

Full-time learners enrolled on funded Study Programmes and travelling from the areas covered may apply to use the subsidised College Travel Scheme. The scheme covers travel using local **First Essex** commercial service routes and selected **Greater Anglia** railway routes only.

An example of stations covered by the scheme is Ingatestone, Hatfield Peverel, Brentwood, Shenfield, Billericay, Rayleigh, Witham, Braintree, Kelvedon and Colchester. For information on costs from other stations please see 'Further Information'.

Travel Cost	zone 1	£480	(£160 per term)	Please see enclosed flyer for zone information
	zone 2	£600	(£200 per term)	
	zone 3	£750	(£250 per term)	

Payable by	Autumn term	At enrolment By 2 December 2016 By 17 March 2017
	Spring term	
	Summer term	

Reminders for termly payments will be sent. All contributions are non refundable fixed fees with cheques made payable to Chelmsford College

- In line with the college parking permit policy, applications for travel passes will only be accepted if you live more than 1.5 miles from the campus on which you will study.
- The travel pass will be ordered during enrolment, after an application form has been completed and the termly contribution paid in full.
- The College will endeavour to have the pass available within 10 days of ordering. There will be no reimbursement of expenses incurred during this waiting period.
- To prevent delays payments for the spring and summer terms must be received by the dates shown.
- The College can only provide transport to one establishment. We will not fund additional transport during the day, inter-site or work placement transport.
- A pass can still be ordered if an application is received after the start of term but refunds for costs incurred while waiting will not be agreed.
- The pass can be collected from Reception but will only be released to Learners wearing their College ID cards. **A passport sized photograph must be provided before a bus pass is released.**
- In exceptional circumstances refunds will be considered. This will be subject to a £15 College administration fee plus any further charges made by the travel operator.
- There will be no reimbursement of expenses incurred if the pass is lost or stolen.
- Replacement passes can be ordered from the appropriate travel operator. Information will be provided with your travel pass.
- In accordance with our Data Protection Statement, the College agrees to share information with the travel operators.

Financial Assistance

Financial assistance towards travel costs may be available from the 16-19 Bursary Fund, 19+ Discretionary Learner Support Fund or Advanced Learner Loan Bursary Fund. Please refer to the relevant policy for further information.

All financial assistance is subject to Government guidelines and the availability of funds.

Further Information

Learners attending a programme of study not covered by this scheme or for any other queries please contact Lynne Sterry on 01245 265611 ext 3404 or email to sterryl@chelmsford.ac.uk

This document can also be found on the Chelmsford College Website www.chelmsford.ac.uk and may be converted to other formats if appropriate (Braille, Large Print, Other Languages etc).

This information applies to the academic year 2016/2017 and is reviewed annually.