



Young People's
Learning Agency

Quick Reference Guide to Professional and Career Development Loans

What are they?	Deferred repayment bank loans that can be used to help learners pay for learning or training that enhances job skills or career prospects. The Government pays the interest on the loan while the individual is in learning. The individual begins repaying the loan one month after stopping their course.
Who is eligible?	<ul style="list-style-type: none">•Be 18 years old or over at the point of application.•Be 'settled'* in the UK, and been ordinarily resident in the UK for at least three years prior to the start of your learning programme.•Be intending to work in the UK, EU or the EEA (European Economic Area) when the course finishes.
What does the loan cover?	Individuals can apply for between £300 and £10,000 to support the cost of their course fees, other course costs including books, childcare and travel and even living expenses, such as rent or food. The loan can be used to help fund full-time, part-time or distance learning courses of up to two years, or up to three years if the course includes one year's relevant practical work experience.
What courses are covered?	As long as the course leads to employment or enhances job skills, the loans can be used to help with the cost of a whole range of courses – even those that don't lead to a qualification. For example: <ul style="list-style-type: none">•Specialist courses at private institutions e.g. in Homeopathy•Management or technician level training e.g. in Accounting•Vocational qualifications e.g. in Hospitality and Catering•Diplomas e.g. in Manufacturing and product design•Postgraduate courses e.g. MSc in Environmental Science

*'Settled' means having either indefinite leave to enter or remain (ILE/R) or having the right of abode in the UK

<p>How to apply</p>	<ul style="list-style-type: none"> •To request an application pack, call the helpline on 0800 100 900. •Individuals should check with their chosen learning provider to find out if they are registered or willing to be registered with the programme. Individuals can also call the helpline on 0800 100 900. •Applications should be made directly to the chosen bank and any loan agreement reached is between the applicant and the bank. •Individuals can apply up to 3 months before the course starts, however, only one bank can be applied to at a time. If an individual is refused a loan by a bank they can apply to another participating bank.
<p>What courses are not covered?</p>	<ul style="list-style-type: none"> •Careers counselling courses e.g. careers progression, CV-writing, job hunting etc. •Franchise courses – it cannot be used to pay for the franchise or to buy a licence from the franchiser. •Foundation courses – a foundation course used as the first step towards a degree course is not eligible for a loan. However, a stand-alone foundation course that leads to employment in its own right would be eligible.
<p>What are the effects on other sources of funding and benefits?</p>	<ul style="list-style-type: none"> •The loan cannot be used to pay for anything that is being financed from another publicly-funded source. However, in most cases, the loan can be used to supplement a grant or bursary that does not meet the full cost of your learning. •Receiving a loan may affect an individual's benefit entitlement and National Insurance contributions. •If the individual is in receipt of an NHS non-means tested bursary they will not be eligible for a loan. •If the individual has a job and their employer will receive a grant for their learning, they will not be eligible to apply.
<p>How is the loan paid?</p>	<ul style="list-style-type: none"> •Payments to cover living expenses and other costs, if applied for and granted, are made directly to the applicant. •Course costs are paid directly to the learning provider.
<p>More info?</p>	<p>An individual can order an application pack and receive further information/advice by calling the helpline on 0800 100 900 or by going to www.direct.gov.uk/pcdl</p> <p>For information for providers, go to http://pcdl.ypla.gov.uk</p>