



an **HVCA** group company

FINANCIAL SUPPORT A ~ REIMBURSEMENT OF COLLEGE FEES/GRANT PAYMENTS TO EMPLOYERS FOR THE PERIOD 1 JULY '08 TO 30 JUNE '09

The following funding is available from BEST for employers whose apprentices are funded by Skills Development Scotland Local Areas (LAs) (see overleaf for further information)

Below is a statement of the support of training by BEST in Scotland. Please note that this applies to Scotland only, and excludes the LAs named overleaf. England and Wales have a different support structure.

Category of Apprentice	Category of Payment	Action by Employer in order to be eligible for payment	Action by BEST
<u>Craft Apprentices – (3 Year Courses)</u> HVACR disciplines (excluding Heating & Ventilating - Industrial & Commercial Installation); Domestic Gas Installation, Engineering Production, Refrigeration and Air Conditioning, Heating & Ventilating - <i>Ductwork Installation</i>	Payment of full fees in Years 1&2	Ensure apprentice attends college and gathers site evidence for projects	Pay fees direct to College
	Payment of Grant of £970 on achievement of Modern Apprenticeship in Year 3	Pay fees direct to College for Year 3 Forward copy of apprentice's SQA Level 2 and Level 3 Certificates to BEST	Pay grant on receipt of Level 2&3 certificate & MA Certificate. £30 to be paid to Summitskills for Apprenticeship Completion Certificate
<u>Student Technicians</u> Certificate of Building Services Engineering And other National Certificates by agreement with BEST	Payment of full fees in Years 1&2	Ensure apprentice attends college and gathers site evidence for projects	Pay fees direct to College
	Grant of £500 on certification from SQA and achievement of all modules comprising relevant Certificate	Forward copy of apprentice's SQA Certificate at end of 2 nd Year (HNC not funded by LAs)	Payment of grant if all modules have been gained and Certificated by SQA
<u>Craft Apprentices – (4 Year Courses)</u> Heating & Ventilation Installation Service & Maintenance	Payment of full fees in Years 1&2	Ensure apprentice attends college and gathers site evidence for projects	Pay fees direct to College
	Grant of £500 on successful completion of Year 3	Pay fees direct to College Ensure apprentice attends college and gathers site evidence for projects	Pay grant on successful completion of the college year
	Payment of £970 on achievement of Modern Apprenticeship	Pay fees direct to College Forward copy of apprentice's SQA Level 2&3 Certificates to BEST	Pay grant on receipt of Level 2&3 certificate & MA Certificate. £30 to be paid to Summitskills for Apprenticeship Completion Certificate

PLEASE REFER TO NOTES OVERLEAF



All payments noted overleaf are dependent upon BEST securing funding from the Skills Development Scotland Local Area. You will have been informed if there are different funding circumstances for your apprentice(s).

Funding on the sheet overleaf is for 2008-2009 and for the following Local Areas:

Ayrshire
Borders
Dumfries and Galloway
Dunbartonshire
Fife
Forth Valley
Glasgow
Grampian
Lanarkshire
Edinburgh and Lothian
Renfrewshire
Tayside

*FUNDING DETAILED OVERLEAF **DOES NOT** APPLY TO THE FOLLOWING:*

*Inverness & East Highlands
Moray
Lochaber
Orkney*