



**Apply today for your
£200 learner account**

ILA Scotland Application Pack



Want to learn something new? We'll give you up to £200 to do it

ILA Scotland can help you get up to £200 a year towards the cost of learning something new. It's a Scottish Government scheme and because the money is not a loan, you don't have to pay any of it back.

If your income is £22,000 a year or less, or if you are on benefits, you can get up to £200 a year towards a wide range of courses from learning providers throughout Scotland. You just need to be 16 or over and living in Scotland.



How it works

Before you book a course, you need to open your learner account with us.

To do this, simply fill in the enclosed application form and send it to us, as soon as you can, in the pre-paid envelope provided. You should do this now, even if you haven't decided what course you want to do, so that you know the money will be there when you need it.

Once your learner account has been set up, we'll send you a Welcome Pack with your personal account number and details of how you can use your account. We will send you this about two weeks after we receive your application form. You can begin to book courses using your ILA Scotland funding as soon as you receive your account number.

Choose from a wide range of courses

Whether you want to learn something new or just brush up your skills to get on at work, we're sure you'll find a course to suit you.

Learning providers throughout Scotland offer a wide range of courses. If you don't already know what course you want to do, or what you want to learn, we can help you decide.

You can study with any learning provider approved by ILA Scotland, including learning centres, local colleges, universities and private training companies. Don't think that you have to spend the money with a particular learning provider just because they told you about ILA Scotland. You should still shop around to find the best course for you.

And if you're not sure about what to learn, or how you'd fit learning into your life, our friendly advisers can give you advice on full-time, part-time or even short courses you could choose from.



Remember that before you book a course you must have received your ILA Scotland account number.

Some course ideas

Customer Care Higher National Unit	£80
Forklift Truck Training – Reach two day novice course	£186
PC Passport	£100
Making Effective Presentations	£150
Counselling Skills National Unit	£128
Conversational Italian	£65
Web Page Design	£62
Classroom Assistant Professional Development Award	£420
Time Management	£150
European Computer Driving Licence (ECDL)	£250

Some learning providers may have to charge VAT.

Taking your learning to another level

Are you thinking about studying part-time for a new qualification such as an HNC, HND or degree? If so, ILA Scotland also offers up to £500 towards part-time higher education and professional qualification courses when you study 40 Scottish Credit and Qualification Framework (SCQF) credits or more a year. You'll find more information about opening a £500 learner account on our website at www.ilascotland.org.uk or you can call our helpline free on **0808 100 1090**.

You will need a different application pack if you decide to apply for a £500 learner account as you can only use the enclosed form to apply for a £200 learner account. To apply for a £500 learner account simply call the ILA Scotland helpline and we will send you a £500 application pack.

You won't be able to open more than one learner account at a time so it is important that you decide on the course you want to do and check it qualifies for funding before you apply for a £500 learner account.

Learn in a way that you enjoy

Learning can be a way to meet new people and have a bit of fun. Even if you weren't very keen on learning when you were at school, we can help you find a course you'll enjoy now.

When you call us, one of our advisers can:

- talk to you about what you might want to do
- give you information on a variety of courses in all sorts of subjects and
- help you find the course that suits you.

If you want to do a course that costs more than the funds available from ILA Scotland, we may be able to help you find other sources of funding that could be better for you.

Case Study



Linda McLelland

Linda McLelland was fed up with people wrongly assuming that because she was an office worker, she would know all about computers. So fed up, in fact, that she decided to do something about it.

Linda, 41, opened an ILA Scotland learner account and opted to do a European Computer Driving Licence (ECDL) course.

"I had read about ILA Scotland and thought if I could get £200 towards learning, that would pay quite a bit towards my ECDL," she said.

"My sister came along to give me a bit of moral support and we have made new friends at the class. Our tutor was great, and she had a lot of patience, which I think helped and meant the class was something we all looked forward to," said Linda.

The administration assistant also feels her new skills have helped her keep up with her young sons, who already have excellent computer skills.

"I keep telling my friends to try the ECDL course because I know when they do, they will find it as enjoyable as I did," added Linda.

Case Study



Paul Hunter

Paul Hunter completed a managerial skills course at his local learning centre and got his first manager's position.

Paul used his learner account to help pay for the online course. He studied at home, after work, at lunch times or during breaks from his job as a sports coach.

"There are parts of the course I use constantly. It has been great. I would recommend it to anyone," he added.

Paul, who plays for Alloa Rugby Club, said: "What I would say to anyone thinking about doing a course is to go for it. The people at the learning centre were so enthusiastic and they kept encouraging me and supporting me. It gave me the confidence to sign up for the course and doing it has already made a big difference to me."

What ILA Scotland can mean to you

- You can get up to £200 a year towards learning something new
- You can choose from all kinds of courses in a wide range of subjects
- It could be the first step to a better salary or doing something you really like
- Learning can be a way to meet new people
- We'll help you find a course that fits in with your life, which could mean part-time or online learning
- You'll get friendly help and advice every step of the way.

If you have any questions call us free on

0808 100 1090

or visit www.ilascotland.org.uk

ILA Scotland is a Scottish Government scheme administered by Skills Development Scotland and the Student Awards Agency for Scotland.

The information in this pack is available in audio, Braille and in large print. It is also available in Chinese (Cantonese), Gaelic, Hindi, Polish, Punjabi and Urdu. If you need one of these versions, or the information in another language or format, please contact us.

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