

## **EDUCATIONAL MAINTENANCE ALLOWANCE (EMA) LEARNING AGREEMENT**

It is essential that you read the following information carefully and agree to adhere to the EMA Terms and Conditions of Award as determined by Dumfries and Galloway College's Policy on Education Maintenance Allowances.

**Course Title:** **FULL-TIME FE COURSE ENROLLED ON**

**Session :** **2024/2025**

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If you change course or institution, please seek advice from Student Funding staff.

In order to process your EMA application Dumfries and Galloway College has collected personal data about you. It is important that you have read and understood our Student Funding Privacy Notice which can be viewed on our website. The Privacy Notice explains what data we collect, what we do with it, who we share it with and how long we will keep it as part of our compliance with GDPR (General Data Protection Regulations).

Should you require a copy of the information held by the College in connection with your funding application please contact a member of the Student Funding Team at our Dumfries Campus.

### **LEARNING AGREEMENT DECLARATION**

I accept the offer of the Education Maintenance Award made by Dumfries and Galloway College and accept the EMA Terms and Conditions issued to me. I understand that:

1. I must adhere to the College Absence Procedure – available on College website
2. I must ensure that I meet all the requirements of my study programme aims/goals & my personal learning targets as identified in my tutorial record/ Individual Learning Plan (this will be agreed with your tutor).
3. I must support Dumfries and Galloway College's aims and standards of conduct, as laid down by the College Disciplinary Policy.
4. I must make every effort to attend, progress and engage in all classes
5. I understand that the Education Maintenance Award may be withdrawn should I not be engaging in my studies