

Colchester Institute Travel Scheme 2016-2017

Colchester Institute Travel Scheme - Buses

First Buses tickets are available for students to purchase at a reduced price, as shown below:

2016/2017 First Buses Travel Passes

	Weekly	Monthly	Annual	Term 1	Term 2 / Term 3
Colchester Zone 1	£11	£42	£252	£98	£77
Colchester Zone 2	£22	£82	£468	£182	£143
Braintree Zone	£10	£35	£234	£91	£71.50
Clacton covered by Colchester Zone 2	£22	£82	£468	£182	£143
All Essex	£25	£90	£630	£245	£192.50

Prices

It is advisable in all cases to check with local travel operators and Local Education Authorities to ascertain the most cost effective method of transport before purchasing a ticket through Colchester Institute.

Purchase of tickets

Tickets may be purchased from the College Shop (Colchester Campus), Student Services (Braintree Campus) and the Information Centre (Clacton Church Road Campus).

Refunds and replacements

If a student withdraws from a course, no refund will be given for the bus pass.

If a ticket is lost or stolen, a replacement ticket can be issued. The cost of a replacement ticket is £10. It is the responsibility of the student to look after the travel pass.

There may be financial assistance towards the cost of travel for families on a low income or where it can be demonstrated that travel costs will cause financial hardship.

Please contact Student Services on 01206 712078 to discuss travel options.

Colchester Institute Travel Scheme - Train

Abellio Greater Anglia train tickets are available for students to purchase at scholars' rates.

Prices

It is advisable in all cases to check with local travel operators and Local Education Authorities to ascertain the most cost effective method of transport before purchasing a ticket through Colchester Institute.

Purchase of tickets

Tickets must be purchased through Student Services (Colchester Campus). We will endeavour to ensure that passes ordered through us are available for collection during the first teaching week of term. To achieve this, the following deadlines have been applied for each term: 5th August 2016, 3rd December 2016, and 18th March 2017. Payment must be received before passes can be ordered.

Payments will be accepted after the dates above but it is College policy that the College will not pay compensation for the late arrival of passes. Refunds will not be made by the College for tickets purchased while waiting for a train pass to be delivered to the College.

Students will be contacted at the end of each term reminding them to reapply and pay for the pass. It is the responsibility of the student to ensure payment deadlines are met.

There may be financial assistance towards the cost of travel for families on a low income or where it can be demonstrated that travel costs will cause financial hardship.

Please contact Student Services on 01206 712078 to discuss travel options.

Collection of tickets

A text message will be sent to the student when the train pass is ready for collection. Train passes must be collected by the student from the College Shop (Colchester), Student Services (Braintree), The Information Centre (Clacton). Student ID cards or enrolment receipts must be shown when collecting the pass (parents may collect passes on the student's behalf by prior arrangement). We are unable to send passes in the post. If a pass is not collected within two weeks of delivery, it will be returned to Abellio Greater Anglia.

Cancellation/Refunds

If the student withdraws from a course, no refund will be given for the train pass.

If the student does not collect the pass, the College will request Abellio Greater Anglia that full refund (less £10 administration fee) be given for any pass that was ordered in advance of the deadline date. However, the final decision regarding refunds will be made by Abellio Greater Anglia. A written request from the student or student's parent is required within two weeks of the start of term and should be sent to: Student Services, Colchester Institute, Sheepen Road, Colchester, CO3 3LL.

Should a student collect a pass and then decide it is no longer required (e.g. having passed their driving test) it may be returned along with a written request for a refund. We will endeavour to get a partial refund from Abellio Greater Anglia.

Please ensure that all information supplied is correct. If it becomes necessary to amend a travel pass after the initial order has been submitted a further payment may be required.

Lost/Stolen Train Replacement Passes

A student whose train pass has been either lost or stolen should inform Student Services. We will notify Abellio Greater Anglia that a replacement pass is required. A replacement pass application form will be available for the student to complete at either the boarding or alighting station. There is a £20 fee for a replacement pass.

A replacement pass is issued to the student directly from Abellio Great Anglia and not through Student Services.

Please call Abellio Greater Anglia on 0345 600 7245 (option 3) if there are any problems.

Colchester Institute Travel Information 2016 - 2017

The information listed below correct at the time of printing

Essex County Council Post 16 Transport Assistance

<p>Contact details Application forms available from Essex County Council Tel: 0845 603 2200 or on website: www.essex.gov.uk.</p>	<p>Cost £900 for year / £450 if on qualifying benefit Termly payments £300 / £150 Payments can be made by direct debit.</p>	<p>Additional Information Available to students under 19 at 31/08/16; living more than 3 miles from campus; attending full time course; attending nearest college that offers the course.</p>
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Suffolk County Council Student Travel Assistance

<p>Contact details Full details can be found at www.suffolkonboard.com/home-to-school-transport/post-16-discretionary-transport</p>	<p>Cost £600 for year. Termly payments £200</p>	<p>Additional Information Available to students under 19 at 31st August 2016; living more than 3 miles from campus; attending full time course; resident in Suffolk; journey time does not exceed 75 minutes.</p>
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<p>Contact details Telephone Student Services on (01206) 712078. Tickets are available to buy through the College.</p>	<p>Cost Prices vary depending on distance. First Buses - discounted tickets available. Abellio Greater Anglia - scholars tickets for students Full details on our website.</p>	<p>Additional Information First Buses - available to all Colchester Institute students and staff. Abellio Greater Anglia - available to Colchester Institute students and staff.</p>
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Stephensons (Braintree area)

Contact Details

Telephone (01702) 541511 Website: www.stephensonsofessex.com