
Training Incentive Allowance

IF YOU'RE GETTING A DOMESTIC PURPOSES, WIDOW'S OR INVALID'S BENEFIT, OR AN EMERGENCY MAINTENANCE ALLOWANCE, AND YOU'RE PLANNING TO DO A WORK-RELATED COURSE, YOU MAY BE ABLE TO GET A TRAINING INCENTIVE ALLOWANCE.

Which courses qualify?

Your course needs to:

- meet certain standards
- be work-related (such as a university, polytechnic or business course) and
- give you skills you need for work.

The allowance isn't available if you're doing a Work and Income course.

What costs are covered?

The amount you can get depends on your actual course-related costs, how long your course is and if you get a student loan.

You may be able to get a student loan to cover any extra costs. To find out the current maximum amount payable, call Work and Income free on **0800 559 009**.

We'll pay your course fees directly to the training provider and any course-related materials to suppliers. You'll get the rest of the allowance with your benefit. The allowance isn't taxed.

You need to tell us straight away if you leave the course or there is any change in your circumstances that could affect your payments.

How to apply

To get a Training Incentive Allowance application form, call us free on **0800 559 009**, visit our website or your nearest Work and Income Service Centre. Your course provider needs to complete and sign sections of the form.

You'll then need to meet with your case manager. At the meeting make sure you have:

- your completed application form
- proof of your actual course-related costs. You can bring a quote or letter from the people running the course, and quotes or receipts for textbooks, stationery, essential travel and childcare.

We'll pay the allowance for up to 12 months. If your course is longer than 12 months, you'll need to reapply each year.

What happens at the end of your course?

At the end of the course you'll have the skills you need to help you move into paid work. Your case manager will help you take the next steps to get into work. They'll also let you know about the financial assistance that's available once you're in work.

Further information

For more information or to get an application form, call us free on **0800 559 009** or visit our website at www.workandincome.govt.nz/individuals