

FE Student Finance Application Form 2018/19



Applications are processed in date received order. You will receive a letter informing you of the outcome. This can take up to 22 working days to process, however during busy times this may take longer.

DATE RECEIVED:

Support is not immediate therefore please make provision to cover your costs until your form has been assessed.

- Your household income needs to be £30,000 (Net) **or less for the 17/18 tax year to qualify. Please inform us if your circumstances change.
- A contribution is available for additional costs associated with coming to college, such as travel and equipment costs.
- We encourage early applications as support is subject to funds remaining available.
- We only assess forms which are fully completed and have all the supporting household evidence.
- A separate application is required for Childcare support – please enquire if appropriate.
- Our team will often contact you via text, therefore please ensure your mobile number is up to date.
- If we have used your parent's household income to assess your form, we may discuss your application with your parents/guardians.

STUDENT DETAILS

Complete your application form in **BLOCK CAPITALS**

STUDENT ID NUMBER: COURSE:

FORENAME: SURNAME:

DATE OF BIRTH: AGE ON 31 AUG 2018:

ADDRESS: MOBILE PHONE NUMBER:

LANDLINE:

POSTCODE:

WHICH COLLEGE SITE ARE YOU STUDYING AT? (PLEASE TICK)

ADAMS AMC BASFORD CLARENDON HIGHFIELDS

HIGH PAVEMENT LONDON ROAD MAID MARIAN WAY QUEENS WALK WHEELER GATE

HOUSEHOLD SITUATION (PLEASE INDICATE WHO YOU LIVE WITH)

MUM/STEPMUM DAD/STEPPAD GRANDPARENTS HUSBAND/WIFE/PARTNER SHARED HOUSE

DO YOU LIVE WITH ANY BROTHERS OR SISTERS? YES NO IF YES, HOW MANY? THEIR AGES

I LIVE ALONE I LIVE WITH MY CHILDREN

16-18 YEARS OLD STUDENTS ONLY ARE YOU IN RECEIPT OF ONE OF THE FOLLOWING?

INCOME SUPPORT / UNIVERSAL CREDIT YES NO DISABILITY LIVING ALLOWANCE/PIP & EMPLOYMENT SUPPORT ALLOWANCE YES NO

ARE YOU IN CARE OR LEAVING CARE? YES NO DID YOU RECEIVE FREE SCHOOL MEALS AT SCHOOL? YES NO

**This information is correct at time of print

ASSESSED HOUSEHOLD INCOME Please provide all evidence from ONE of the boxes belowDo your parents/guardians (if you are aged between 16–19) or you and/or your partner receive any of the following?
(Please bring this with your application form)

TAX CREDITS	Provide a copy of all pages of your Tax Credit Award Notice for 2018/19 which shows your Total household income for the year 6 April 2017 to 5 April 2018.
STATE BENEFITS	Provide a copy of your benefit letter dated within the last 3 months showing you are in receipt of one of the following: <ul style="list-style-type: none"> Income Support Jobseekers Allowance Employment Support Allowance Universal Credit Pension Credit Current bank statement plus benefit letter and your Council Tax bill for 2018/19.
NASS SUPPORT (ASYLUM)	Provide a copy of your Azure/Aspen Card, G4S letter/home office documents and ARC identity card.
WAGES	Provide a copy of household P60's for year end April 2018, or your most recent 2 monthly or 8 weekly payslips and your Council Tax bill for 2018/19.
SELF EMPLOYED	Provide a copy of your annual accounts for the year end April 2018 or SA302 Self Assessment Tax Calculation Form and your Council Tax bill for 2018/19.
IN CARE OR LEAVING CARE 16–18	Provide a letter from your Social Worker confirming "in care" status.

HOW WILL YOU TRAVEL TO COLLEGE? We may be able to contribute to this, please tick your preferred method of travelTRAM OR BUS BUS NUMBER TRAIN HOW MUCH DO YOU SPEND ON THE TRAIN PER DAY? £ CAR MOPED TRAVEL COMPANY I DO NOT NEED HELP WITH TRAVEL BIKE (IF IT WAS PURCHASED FOR YOU). THIS WOULD BE INSTEAD OF A TRAVEL PASS

PLEASE NOTE: IF YOU HAVE ALREADY BEEN GIVEN A BIKE IN A PREVIOUS YEAR BY THE COLLEGE, WE WILL ONLY PAY FOR A MAINTAINANCE CHECK.

PLACEMENTS: ARE YOU REQUIRED TO ATTEND A PLACEMENT AS PART OF YOUR COURSE? YES NO

IF YES, PLEASE PROVIDE A LETTER FROM YOUR PLACEMENT TO CONFIRM DETAILS IF YOU REQUIRE TRAVEL.

DECLARATION

- I declare that, to the best of my knowledge, the information I have provided is correct.
- I understand that by applying, I demonstrate a need for travel support & essential course related costs. Continuing support is subject to maintaining satisfactory course attendance and progress.
- I understand that should demand for funds exceed the College's Student Bursary allocation, payments may be reduced or withheld.
- I agree to pay back any award issued to me (in proportion) if I withdraw from my course and return any equipment provided to me.
- I understand that information provided in this application will be held in compliance with the GDPR (copy available on request).
- I understand that I need to inform the Student Finance Team of any relevant change in personal circumstances, including any change to my timetable, my address or change in travel arrangements if I am being supported with travel.
- I understand that if I made an appeal in previous years and this was granted, I may not be able to appeal again in 2018/19.

STUDENT SIGNATURE: DATE:

PLEASE RETURN COMPLETED APPLICATION TO YOUR COLLEGE CAMPUS