

DISCRETIONARY FUND

FINANCIAL ASSISTANCE - APPLICATION

ABOUT YOU

Surname _____ First name(s) _____

Date of Birth _____ ID Number _____

Term-time address _____

Postcode _____ Tel: _____

University email: _____

ABOUT YOUR STUDIES

Who pays your tuition fees? Please tick:

- | | |
|--------------------------------------|---------------------------------|
| <input type="checkbox"/> Self/Family | <input type="checkbox"/> |
| <input type="checkbox"/> SAAS | <input type="checkbox"/> SFNI |
| <input type="checkbox"/> SFE | <input type="checkbox"/> SFW |
| | <input type="checkbox"/> OTHER* |

*Please give details: _____

Mode of study. Please tick:

- | | |
|------------------------------------|------------------------------------|
| <input type="checkbox"/> Full-time | <input type="checkbox"/> Part-time |
|------------------------------------|------------------------------------|

Course name and level (e.g. MA English)

Year of study (first/second/etc)

Are you studying Distance/Online

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

YOUR FINANCIAL CIRCUMSTANCES

Have you applied for the maximum student loan available to you in the current academic year?

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

If yes, amount £ _____

If no, please explain why _____

Have you previously applied for financial assistance this academic year?

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

If yes, how many times and what was the total amount?

Are you a Care Leaver?

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

Are you a carer? (e.g. for a parent)

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

MONTHLY INCOME

Please enter details of your income. Give all sums as amount per month, rounding each to the nearest £. If you are an undergraduate student in receipt of a scholarship/bursary/grant, the annual figure should be divided by 9 for this purpose.

| | YOU | YOUR PARTNER/SPOUSE |
|--------------------------------|-----|---------------------|
| Scholarship/Bursary/Grant | | |
| Parental Contributions | | |
| Pay (including part-time work) | | |
| Student Loan | | |
| Other e.g. benefits etc | | |
| TOTAL PER MONTH | | |

OUTSTANDING DEBT

| | OUTSTANDING AMOUNT | EVIDENCE PROVIDED |
|----------------------------|--------------------|-------------------|
| Credit cards/ store credit | | |
| Outstanding utility bills | | |
| Overdue rent | | |
| Overdraft | | |
| Other (please specify) | | |

If you have an overdraft with your bank account, what is your limit? _____

BREAKDOWN OF ANTICIPATED HOUSEHOLD EXPENDITURE

Please enter your household expenditure per month, rounding each sum to the nearest £.

| | YOU | YOUR PARTNER/SPOUSE |
|--|-----|---------------------|
| Rent/Mortgage | | |
| Food/Toiletries/Laundry | | |
| Gas/Electric/Oil | | |
| Clothes | | |
| Travel (bus pass/ rail etc) | | |
| Books/Stationary | | |
| Telephone/Mobile/Internet | | |
| Entertainment/TV | | |
| Insurance | | |
| Other (e.g. Council tax) please specify | | |
| TOTAL PER MONTH | | |

DECLARATION

Make sure you have completed all appropriate sections of the application form and read and sign the declaration below, confirming:

1. I have applied for the maximum support package available to me from Student Awards Agency for Scotland/ Student Finance England/ Student Finance Northern Ireland/ Student Finance Wales. I understand that I am not eligible to receive support from the discretionary funds if I have not done so.
2. I understand that the University does not guarantee that all eligible students will receive an award from the discretionary funds. I also understand that receipt of an award this academic year does not guarantee that such an award will automatically be awarded to me again.
3. I have read and understood the guidelines for the discretionary fund.
4. The information given on this form is complete and correct. I understand that, if I give information which is incorrect or incomplete, action may be taken to recover any award made to me and I may be barred from matriculation or graduation until the award is recovered.
5. I have completed the online bank details form as outlined in the guidelines for the discretionary fund.

Signature _____

Print name _____ Date _____

YOU MUST HAVE READ AND SIGNED THE DECLARATION.

**APPLICATIONS WILL NOT BE ASSESSED IF THE
DECLARATION IS NOT SIGNED.**