

## Application for Financial Assistance – 2017/18

### Section 1: Student's Details

Name of Student  Male  Female

Address  
inc Postcode

Date of Birth  Age as at 31<sup>st</sup> August 2017

Please Note: Students aged 19yrs and above studying a Level 3, 4, 5 or 6 programme are only eligible for financial assistance if the student has applied for an Advanced Learning Loan. For further information please see Student Services

Phone No  Email  Mobile

Are you a - British Citizen  EU/EEA Citizen\*  Other\*  \* Please supply a copy of your passport

### Student's status or Parental status if the student is aged 16-18

Marital Status Single  Married or living with Partner  Separated or Divorced

Who do you live with?

Mother/Step Mother  Father/Step Father  Both  Partner  Alone

Other, please specify

### Section 2: Course Details

Course Title  
Include Level

Full Time  Part Time

### Section 3: What assistance is available?

Assistance is based on the student's age and course and personal circumstances. Subject to specific conditions support is available for Travel, Meals, Materials/Equipment, Educational Visits and for students aged over 20 Childcare and Fee support. Students under 20 who need Childcare support should apply to Care to Learn for funding. Please see Student Services for more information.

Did you have Financial assistance from the College last year? Yes  No

19+ only: Do you require assistance with Childcare Yes  No

19+ only: Do you require assistance with your Tuition fees Yes  No

### Section 4: Vulnerable Bursary – to qualify you must meet one of the following criteria

I am in receipt of Income Support or Universal Credit in my name (aged 16-18 only) Yes  No

I am a Care Leaver or currently looked after in Care (aged 16-18 only) Yes  No

I receive **both** Employment Support Allowance & Disability Living Allowance (aged 16-18 only) Yes  No

I have a Learning Difficulty Assessment (LDA) (aged 19-25 only) Yes  No

I have an Education Health and Care Plan (aged 19-25 only) Yes  No

You must provide copies of these documents with your application

### Section 5: Financial Statement

Your household income is one of the criteria which will help us to assess your application. Please tick what type of evidence you have provided. If you cannot provide evidence we cannot process your application

Full Tax Credit Notice for 2017/18       ESA or JSA Letter       Wage/Salary slips (last 2 months)

Other Benefits/ Pension (dated within 3 months of start)       Income Support/ Universal Credit (dated within 3 months of start)       Other (specify)

I confirm that I do not have savings of more than £8,000

If you live with both parents/guardians you must provide evidence for both of them

Please include any further information to support your application:

### Confidentiality

Applications are seen only by Student Services staff. It may be necessary for additional supporting information to be sought in order for a decision to be made.

### Data Protection Act 1998

Macclesfield College is a data controller in terms of the 1998 legislation. Student Services follows College policy in matters of data protection. The data requested in this form is covered by the notification provided by the College under the Data Protection Act. Personal Data will be used solely in the College for statistical purposes and record keeping. The data will not be passed to any other third party without your consent, except when the College is required to do so by law. Any formal enquiries concerning the use of data noted here should be addressed to the Head of Student Services and Support

### Section 6: Declaration

- I certify that the information in this application is true and accurate
- I understand that I do not have an automatic entitlement to bursary payments, and all payments are based on the information I have provided
- I understand that funding is not guaranteed and should demand for funds exceed the College's Learner Support Fund allocation, funding may be reduced or withheld.
- I understand that my funding is conditional on my enrolment on a valid College programme and subject to minimum standards of attendance and behaviour.
- I understand the monies I receive under the scheme have been awarded to provide me with financial support to allow me to continue in learning, and if I leave learning all financial support will stop.
- I understand that it is my responsibility to inform Student Services if I withdraw from my course and that I may be required to repay any monies awarded to me or to return equipment purchased for me.
- I understand that if my monthly attendance level drops below 90% I will lose that month's funding. If I fail two monthly attendance checks in a row, I understand that my funding may be stopped.
- I understand it is my responsibility to advise Student Services of changes to my circumstances which may affect my claim.
- I understand that it is my responsibility to tell the DWP about any direct support I am receiving (19+ only)

Signature

Date

**Please note: You must provide the correct evidence as requested.  
Failure to do so will delay your application.**