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**HE Financial Support Application Form 2022/2023**

**Please complete this form in BLOCK CAPITALS and return with the required evidence to**:

Student Services, Bishop Burton College, York Road, Bishop Burton, HU17 8QG

**Check your application. Have you…?**

|  |  |
| --- | --- |
|  | **‎√** |
| * Answered every question |  |
| * Provided photocopies of all the evidence required |  |
| * Is the form signed and dated by you |  |

**Section A: Student’s Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Surname:** |  | **Forename(s):** |  |
| **Address:** |  | **Student Number:** |  |
|  | **Date of Birth:** |  |
|  | **Your age on 31/08/2022:** |  |
|  | **Course Title:** |  |
| **Postcode:** |  | **Email address:** |  |
| **Home Telephone No:** |  | **Mobile**  **Telephone No:** |  |

**Living Arrangements:**

Please list the people living in your household below.

|  |  |
| --- | --- |
| **Name** | **Relationship to you** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Section B: Household Income**

Please enter your total gross income from all sources for the year ended 5th April 2022 in the table below. Please input YOUR personal income and your partners if applicable.

|  |  |  |  |
| --- | --- | --- | --- |
| **Source of Income** | **Evidence which MUST be provided** | **Student** | **Partner**  (Complete if student lives with only partner) |
|
| Total earnings as employee | P60 for 2021/22 or  March 2022 payslip |  |  |
| Total income from self-employment | Business accounts for 2021/22, declaration from accountant or self-assessment tax return for 2021/22 |  |  |
| Taxable benefits (e.g. company car) | P11D for 2021/22 |  |  |
| Income from savings and investments exceeding £10,000 | Value of income as at 5th April 2022 |  |  |
| Income from property | Value of income as at 5th April 2022 |  |  |
| Trust, settlements and estates | Value of income as at 5th April 2022 |  |  |
| Pensions | P60 for 2021/22, annual statement or current entitlement letter from relevant agency |  |  |
| Any other income | Value of income as at 5th April 2022 |  |  |

**If you have received any state benefits during the period 06/04/2021 – 05/04/2022 please enter your yearly income from the relevant benefits in the table BELOW.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Benefit** | **Evidence which MUST be provided** | **Student Annual Income (2021-22)** | **Partner Annual Income (2021-22)**  (Complete if student lives with only partner) |
| Student Finance | Student Finance Letter of Entitlement |  |  |
| Income Support | Income Support Letter OR  3 months bank Statements |  |  |
| Universal Credit | 3 most recent Universal Credit Statements INCLUDING DEDUCTIONS |  |  |
| Jobseeker’s Allowance | Jobseekers Allowance Awards letter |  |  |
| Employment Support Allowance | Employment Support Allowance Awards Letter OR  3 months bank statements |  |  |
| Working Tax Credit | ALL pages of Tax Credits Awards Letter |  |  |
| Child Tax Credit | ALL pages of Tax Credits Awards Letter |  |  |
| Child Benefit | Child Benefit Awards Letter OR  3 months bank statements |  |  |
| Child Maintenance | Child Maintenance Awards Letter OR  3 months bank statements |  |  |
| Carer’s Allowance | Carers Allowance Awards Letter OR  3 months bank statements |  |  |
| Disability Living Allowance (DLA)/Personal Independence Payments (PIP) | DLA/PIP awards letters OR  3 months bank statements |  |  |
| Pension Credits | Pension Credits Awards Letter OR  3 months bank statements |  |  |
| Other Income | Evidence of Other Income |  |  |

Please provide either a copy of your award letters for the benefits you have stated that you receive in the table above dated within the last 3 months from the relevant benefits agency which clearly shows the payee’s name, address, type of benefit and amount payable or a completed F2A form which has been stamped and signed by the benefit agency for every benefit that you are in receipt of and have stated above.

You MUST SUBMIT YOUR MOST RECENT BANK STATEMENT along with any evidence of the benefits selected above.

If you cannot provide evidence then we cannot process your application. If you have any queries then please email [bursaries@bishopburton.ac.uk](mailto:bursaries@bishopburton.ac.uk)

**Please provide your expenditure in the areas relevant to you listed below.**

Essential expenditure (Food, utilities, clothes, TV Licence, Mobile Phone) will be calculated using a pre-determined figure know as *Composite Living Costs.*

|  |  |
| --- | --- |
| **Variable Expenditure** | **Amount Per Month** |
| Rent/Mortgage costs |  |
| Childcare costs |  |
| Travel costs (Car Insurance etc) |  |
| Course-related costs |  |
| Medication costs |  |
| Entertainment costs (e.g. Sky, Netflix) |  |
| Debt Repayments |  |

**Section C: Student’s Bank or Building Society Account Details**

|  |  |
| --- | --- |
| Name of Bank |  |
| Full name of account holder (student) |  |
| Sort code (6 digits) |  |
| Account number (8 digits) |  |
| Roll number (building society only) |  |

**Section E: Declaration**

I declare that the information on this form are true and accurate to the best of my knowledge. I undertake to supply any additional information that may be required to verify the particulars given. I understand that if I refuse to provide information relevant to my claim the application will not be accepted. I also undertake to inform the University of any alteration to any of the particulars in writing. I agree to repay the University in full and immediately any sums advanced to me if the information I have given is shown to be false or deliberately misleading.

I am aware that information will only be requested if necessary and that all information will be treated in a confidential manner in respect of this application only.

I am aware that the funding covers only this academic year and that I must re-apply next year; there is no guarantee that I will receive funding for future years even if I am eligible for the current year.

I understand that I do not have an automatic entitlement to Bursary payments and all payments are based on the information provided.

I understand that if I leave my course throughout the year any ongoing funding may be withdrawn and I will still be responsible for any outstanding debts to the University.

I understand that any support agreed is dependent on satisfactory attendance 85% or above, behaviour and progress.

**In signing this application, you confirm that you have read and agree to the Terms & Conditions.**

Signature of student: Date: