

Application for financial support

Please note this fund is a discretionary fund and not guaranteed. The award is based on assessment and approval. The fund is designed to remove barriers to your learning for a short period of time, while a long-term solution can be discussed with an advisor.

ID Number

(if applicable)

Family name**First name(s)****Date of birth****Full address****Postcode****Telephone number(s)****Email address**

NOTE: If your address has changed, please ensure you complete a change form at reception. Please indicate your student email as this will be the only address we will use to correspond with you.

Course title**Campus of study****Mode of study**

(Full or Part Time)

Start date of course**Year of study**

(Year 1, 2 or 3)

Is this your final year?

(Yes or No)

Is this a repeat year?

(Yes or No)

Are you...

Select the statements that apply to you

Aged 16 to 18

Are you aged 16 to 18 and live outside Greater Manchester?

Aged 19 and above

If 19 and above, do you receive an Advance Learner Loan for your fees?

How many other adults live at the address you have stated?

Do you share all household expenses?

(Yes or No)

Do you have any children who are financially dependent on you?

(Yes or No)

If answered yes to the above, please give details:

Name(s)

Date of birth(s)

Do you have any adults who are financially dependent on you?

(Yes or No)

If answered yes to the above, please give details:

Name(s)

Date of birth(s)

Do you receive any of the following?

Select all that apply to you and include **amount per month** where possible

Universal Credits £

For you £

Housing Element £

Child Element £

Disability £

Child Benefit £

Housing Benefit £

JSA £

ESA £

DLA or PIP £

Is this for Care/
Mobility?

Care only

Mobility only

Income from work £

Full Time

Part Time

Zero Hour
Contract

Any other income £

Please explain your financial situation

This will help us make an assessment and make the right award.

Is your situation as a result of loss of income due to Covid 19?

Do you need support paying for general living costs?

Is there an unexpected expense, if yes what is this?

Is the application as a result of a fine or other court proceedings?

Please indicate which best describes your situation

(Evidence required)

Care leaver, living with a parent(s) or guardian

Household income is less than £20,000pa

Care leaver, living independently

Disability/health condition and receiving support

I have been claiming Welfare Benefits in the last six months

Care giver for more than 30 hours per week

I have young children and still receive some benefits

I do not have access to a computer/laptop at home

None of the above

Name of bank/building society**Account number****Sort code****Roll number**

(if applicable)

Name on account**Confidentiality**

- Applications are online seen by the assessment staff.
- It may be necessary for further information to be sought from other staff in order for a decision on your application.

Data Protection Act 1998

The LTE Group (The Manchester College and UCEN Manchester) is a data controller in terms of the 1998 legislation. Careers, Employability and Welfare follows the LTE Group policy in matters of data protection. the data requested in this form is covered by the notification provided by the Group under the Data Protection Act. Personal data will be used solely in the department for statistical purposes and electronic record keeping. The data will not be passed to any third party with your consent, except where the Group is required to do so by law. Any formal enquiries about the use of data noted here should be addressed to the Director of Student Support Services under new GDPR requirements.

I declare that the information provided on this form is correct and complete to the best of my knowledge.

I understand that giving false information will automatically disqualify my application and may also lead to disciplinary procedures resulting in possible expulsion from the course.

Name

(in CAPITALS)

Signature**Date**