



Office use	Date received	
only	Travel only app	Yes / No

## Financial Assistance Application September 2022 - July 2023

Please read the Terms and Conditions of Support and Guidance Notes before completing this application

### SECTION 1: LEARNER DETAILS please complete all fields, clearly.

First Name..... Last Name.....

Learner ID (if known)..... Do you have an EHCP? YES / NO

Home Address.....

.....Post Code .....

Date of Birth.....Age as at 31<sup>st</sup> August 2022.....

Phone Number.....Email address.....

What course are you on? ..... Are you in your 2<sup>nd</sup> year? YES / NO

Which Site are you attending (please circle)? BEVERLEY / BRIDLINGTON / HULL

If you are studying a Level 3 course have you/are you applying for an Advanced Learner Loan? Yes/No

### SECTION 2: HOUSEHOLD DETAILS - please tick ALL that may apply

I live with Parent(s) / Guardian(s)  I live with my children(under18)

I live independently  I am a young parent(under20)

I live with my partner  I am in care or a care leaver (please provide confirmation letter)

Students aged 16-18 living independently, in care or who are a care leaver may be eligible for the Vulnerable Bursary. However, please note students who meet the criteria for the Vulnerable Bursary are not automatically entitled if they do not have financial need and/or their financial needs are covered by other means.

### SECTION 3: COLLEGE RELATED COSTS what are you requesting financial assistance towards?

Free College Meals  Kit / Equipment / Uniform costs

Childcare costs - (see information sheet)  Travel costs

Other costs / Fees - (give details in Section 6)  Course Trips

If you are aged 16-18 and are applying for Travel Costs only please tick this box  complete **Section 4** and then continue to **Section 5**. This also includes students aged 19 if they were aged 16-18 when starting their course or those students who have an EHCP.

If you are aged 16-18 and applying for additional assistance, or are 19+ then please go to **Section 5**, if you require Travel. If you don't need Travel go straight to **Section 6**.

**SECTION 4: TRAVEL ONLY APPLICANTS** please indicate your approximate NET household income (after tax, NI etc). For audit purposes we may request evidence of income in the future from 5% of these applicants.

<£25k  £25-£27k  £27-£29k  £29-£32k  £32-£35k  £35k+

**Reminder: if you are aged 19 and over we will need you to provide evidence of household income. This does not include students aged 19 if they were aged 16-18 when starting their course or those students who have an EHCP.**

**SECTION 5: TRAVEL DETAILS** please tick which bus service you require. Please provide 1 passport photo.

East Yorkshire Buses  ER1 (Cottingham, Bricknell Ave, Bransholme & Kingswood)

BC8 (Starting in Gilberdyke)  BC4 (Starting in Withernsea)

**East Riding College will only fund travel for students to the nearest site delivering their course and who live more than 2 miles from the campus.**

If there is a reason you are unable to use the buses e.g. because of a medical condition please contact us, and comment in **Section 6**, so we can consider alternative arrangements. Please also contact us if you have Assisted Transport arrangements and comment in **Section 6**.

If you need to use Stagecoach buses to reach an EY Bus stop (over 2 miles from home) or the Hull Campus then please advise us in **Section 6**.

**Please specify your journey route** e.g. Journey from: *Holderness Road* Journey to: *Beverley* Via: *Interchange*

Journey from:	Journey to:	Via (if necessary)

EY Bus timetables and route planner are available via their EY Bus mobile app or on [www.eyms.co.uk](http://www.eyms.co.uk) or BusLine 01482 592929.

**SECTION 6: ADDITIONAL INFORMATION** Please use this section if there is any further information you think we should know about (continue on a separate sheet if necessary)

**SECTION 7: HOUSEHOLD INCOME - SEE GUIDANCE NOTES** and then please tick all that you receive.

Wages/Income from work or self-employment

Universal Credit / Tax Credits

Income Support / Employment Support Allowance / Job Seekers Allowance

Carers Allowance

Council Tax Benefit

Housing Benefit

Other: e.g. Maintenance/Savings/Rental income/Pensions/Pension Credits

**SECTION 8: BANK DETAILS** If we need to pay support directly to you it can only be paid directly into an account in YOUR own name. Please provide evidence of your bank account (showing your full name, account number and sort code).

Sort Code   -   -   Bank Name .....

Account Number

Name on the Account .....

**SECTION 9: DECLARATION:** Please ensure you have completed all the above questions fully and enclosed the relevant copies of evidence - missing/incorrect information/evidence will cause a delay in processing your application. This section **MUST** be signed by the applicant **AND** a parent/guardian if the applicant is under 19 on the 31<sup>st</sup> August 2022, or has an EHCP (unless living independently). If older than 19 on the 31<sup>st</sup> August 2022 and with no EHCP then only the applicant need sign it.

I confirm that:

- The information given on this form is complete and accurate to the best of my knowledge. I have read the Guidance notes in relation to this application.
- I understand that if I give East Riding College false information, or do not give complete information, I may be refused assistance now and in the future, or steps may be taken to recover any assistance paid. This could result in a referral to the police with the possibility of facing prosecution.
- I understand that some of the information provided on this form and details of any funding I am awarded may be shared with other organisations that handle public funds as detailed in the Privacy Notice, in order to process applications and prevent / detect fraud. This is the link if required: <http://bit.ly/ERCPN>
- I agree that the information I have provided and details about any funding awarded may be passed to the person I have detailed as my parent/guardian below (where applicable), this includes online applications, where applicable.
- I understand that the Learner Support Funds are limited and my application or award does not guarantee support; learners who are eligible for support are not automatically entitled to it and changes may be made to awards during the academic year subject to funds remaining.
- I understand that I have to buy any essential equipment/clothing prior to the start of my course myself and will only receive any funding agreed, subject to meeting attendance requirements, on the following payment run. The earliest being 12<sup>th</sup> November 2022.
- I understand that I have to fund my own travel until my application has been agreed or a pass issued and that I must adhere to the College and East Yorkshire Buses travel Terms and Conditions, where applicable. Failure to do so may result in travel support being suspended and I will be liable for any costs incurred through misuse.
- I understand that if I leave my course before completion, I may be asked to repay in full or part of any support received.
- I understand that any support agreed is dependent on satisfactory attendance, behaviour and progress.

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

Signed (Student)..... Print Name.....Dated .....

**Parental/Guardian Declaration:** I confirm that the information and income evidence provided in this application is complete and accurate.

Signed ..... Print Name ..... Dated .....

Relationship to applicant .....

Send your completed online application form and [scanned/attached](#) evidence/photos electronically to: [learnerfinance@eastridingcollege.ac.uk](mailto:learnerfinance@eastridingcollege.ac.uk) OR if paper based to: Learner Finance, East Riding College, St Mary's Walk, Bridlington, East Yorkshire, YO16 7JW (This office deals with applications for ALL East Riding College sites). OR you can deliver your application by hand to Reception at either Beverley or Bridlington. Any questions, please call on 01262 455202, or 0345 1200044 and select option 5, or e-mail [learnerfinance@eastridingcollege.ac.uk](mailto:learnerfinance@eastridingcollege.ac.uk)

**FOR OFFICE USE ONLY**

<u>Name</u>		<u>Student ID</u>	
<u>Fund</u>		<u>Course/Level</u>	

<u>Household Income</u>	<u>Weekly/Fortnightly</u>	<u>Monthly/4 weekly</u>	<u>Yearly</u>
<u>Universal Credit/Tax Credits</u>			
<u>Wages/Self Employed Income</u>			
<u>JSA/ESA/IS</u>			
<u>Carer's Allowance</u>			
<u>Housing Benefit</u>			
<u>Council Tax Benefit</u>			
<u>Other</u>			
	<u>Total Household Income</u>		

**Details**

<u>Travel</u>	Yes / No	
<u>Free Meals</u>	Yes / No	<u>Benefit</u>
<u>Kit/Uniform Stationery/Books/Equipment</u>	Yes / No	
<u>Childcare</u>	Yes / No	<u>£/DPW</u>
<u>Fees</u>	Yes / No	
<u>Trips / Other</u>	Yes / No	

<u>Award Agreed</u>	<u>Signed (1)</u>	<u>Date</u>	<u>Signed (2)</u>	<u>Date</u>
Yes      No				

**Additional info:**