

Student Details:

Name:	
Date of Birth:	Age on 1st Sept 2018:
Home Address:	Home Tel. No:
	Mobile Tel. No:
	Email address (which you use regularly)
Residential Status:	
Have you always lived in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/> Are you a British Citizen? Yes <input type="checkbox"/> No <input type="checkbox"/> (if no please bring in passport to check status)	
Course details:	

Please explain what you need help with:
 For example: Travel, trips, food

If any of the following circumstances apply to you, please tick the appropriate box and book an appointment to see Denise Valler. If none of the below apply please see overleaf.

❖ A student in receipt of Income Support/Universal Credit in their own right	<input type="checkbox"/>
❖ A disabled student in receipt of Employment Support Allowance <i>and</i> Disability Living Allowance or Personal Independence Allowance	<input type="checkbox"/>
❖ A student looked after by the Local Authority	<input type="checkbox"/>
❖ A Care Leaver	<input type="checkbox"/>

Office use only:

Application: Approved Denied Initials & date _____ QMF referral

Appeal: Date received _____ Approved Denied Initials & date _____

Transport		Trips	
FCM/College meals		Essential books/equipment as recommended by tutor/course costs	
FCM reference no:		Resits	

1) Application method if you are eligible for Free College Meals:

If you are in receipt of the following benefits apply via the following link:

<https://www.cloudforedu.org.uk/ofsm/fe-apply>

- Income Support
- Income related Employment and Support Allowance
- Income based Job Seekers Allowance
- The guaranteed element of State Pension Credit
- Support under Part VI of the Immigration and Asylum Act 1999
- Child tax credit with an annual gross income into the household that is no more than £16,190 provided you are not entitled to working tax credit. If you are entitled to any part of working tax credit there is no eligibility with the exception of working tax run-on as shown below (only – not full Working Tax Credit)
- Working Tax Credit run-on paid for 4 weeks after you stop qualifying for Working Tax Credit

If you are eligible for Free College Meals there is no need to provide any further evidence. The College will be informed directly of your eligibility. You will automatically also receive the College Bursary.

2) Application method if you are NOT eligible for Free College Meals as above:

Please provide evidence of income or benefits you or your parents/guardians are in receipt of from the list below. Original documents will be returned.

Income:	Evidence:	For office use only:
Working Tax Credit / Child Tax Credit (This is the preferred form of evidence)	Copy of current award for 2018-2019 Provisional awards not accepted	
Wages – Parent/Guardian and Partner Or Self if independent application	Copy of P60 or March 2018 payslip or last 3 monthly or 6 weekly payslips (only accepted if not in receipt of tax credits)	
Savings, Bank Statements, Accountant Returns if applicable	Most recent savings statements, 3 recent bank Statements, most recent accountant returns (only accepted if not in receipt of tax credits)	
Personal Independence Allowance/ Universal Credit	Copy of most recent letter/award (evidence of earned income is also required)	
Office use Only: Total of assessed income: (Please do not write in the grey boxes)		

You can also attach a letter outlining any special circumstances that may apply in your case. Declaration (This must be signed before we can process your form):

I certify to the best of my knowledge and belief the information given in this form is correct. I understand that any monies received will be reclaimed if the information is not correct or if I leave college. I will notify the college if my circumstances change. I understand the conditions attached to my application and have signed the Learning Agreement.

Student signature _____ date _____

Parent/Guardian signature _____ date _____

Please return the completed form to Denise Valler at the Help Desk or post to Student Financial Support, Queen Mary's College, Cliddesden Road, Basingstoke, Hampshire, RG21 3HF. 01256 417500 ext. 5102 denise.valler@gmc.ac.uk

College copy

Learning Agreement – Financial Support 2018 - 2019



Attendance Criteria: I agree to have –

- At least 85% or above attendance
- Positive evidence from Vista, the College's online tracking database
- A good standard of behaviour at all times

Declaration:

I understand that I have to meet the above conditions in order to receive financial support. If I do not, I understand that this support may be withheld. I have discussed this learning agreement with my parents/guardian(s).

Student Name -----

Parent/Guardian -----

Signature -----

Signature -----

Date -----

Date -----



Student copy

Learning Agreement – Financial Support 2018- 2019



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Student Name -----

Parent/Guardian -----

Signature -----

Signature -----

Date -----

Date -----

***This copy will be returned to you after your application has been assessed.
Please keep safe for your records.***