

APPLICATION FOR STUDENT SUPPORT 2023-24

Please complete this form in full and return to:

Student Support Services
Northern College
Wentworth Castle
Stainborough
Barnsley
S75 3ET



ALL ORIGINAL SUPPORTING EVIDENCE must accompany this application form. Please ensure that these are securely posted, ideally using Special Delivery. If you would like to come into the College so that your original documents can be copied please ring 01226 776000 to arrange an appointment time with Student Support Services.

1. YOUR DETAILS

Title:

First Name:

Family Name:

Home Address and Postcode:

Email address:

Telephone Number – Home and/or

Residential ☐

Non Residential ☐

Work:

Date of Birth:

Age on first day of course:

Course Title:

Full-time: ☐

Part-time: ☐

If you are aged 19+ and you are enrolled onto a level 3 programme that is not your first level 3, are you being funded fully through a 19+ Advanced Learning Loan Yes ☐ No ☐

If yes, please provide evidence of your Advanced Learner Loan ie your award letter from Student Finance England.

2. INCOME ASSESSMENT

The purpose of this part of the form is to obtain a clear estimate of your income/or that of your household. Please enter the appropriate INCOME before deductions of tax and national insurance contributions:

		PERSONAL INCOME (£) <i>(if student working / in receipt of benefits / has other income)</i>	HOUSEHOLD INCOME (£) <i>(if student not working / nor in receipt of benefits / or joint benefit claim)</i>
INCOME FROM EMPLOYMENT	Total earning from all jobs		
	Total self-employment income		
OTHER INCOME	Income from Savings and Investments		
	Income from Property		

	Income from Investments, Savings or Trust		
	State Pensions		
	Occupational or Personal Pensions		
	Any Other Income		
BENEFITS	Universal Credit		
	Employment and Support Allowance		
	Job Seekers Allowance		
	Income Support		
	Pension Credit (guaranteed element)		
	NASS (National Asylum Support)		
	Tax Credits		
TOTAL ANNUAL INCOME			

PLEASE ENCLOSE EVIDENCE OF ALL INCOME AS FOLLOWS:

Earnings from employment: The last 4 weekly/3 monthly payslips
Self-employment: Self-Assessment Tax calculation for 2022/23
Savings and investments: Tax Return/Investment Statement (*as appropriate*)
Benefits: Benefits Award notice/ letter from Department of Work and Pensions
Other income: Bank Statements (the last 3 months)

The following **will not be included** in the assessment.

• Child benefit • Housing /Council tax support • Carer's allowance • Disability Living Allowance/Personal Independent Payments • The 'childcare element' of Working Tax Credit

If you claim benefits these may be affected if you become a full-time student and receive financial support from the College. You should contact the Department of Work and Pensions (DWP) for advice on how this may affect your benefits as early as possible.

3. DECLARATION

DECLARATION I declare that all information and any evidence in support of this application is correct and complete to the best of my knowledge and belief. It is my responsibility to inform the College of any changes to my circumstances, that may affect my application.

_____ (Signed by student) _____ (Date)

Data Protection Act 2018

In accordance with the Data Protection Act 2018, you are advised that the information submitted on this form will be used for the purpose of processing your Financial Assistance Application. Northern College has a duty, for the purpose of processing your application, to protect the public funds they handle and may use the information you have provided on this form to prevent and detect fraud. We are required to share information, for the same purposes, with the Education and Skills Funding Agency (ESFA), on behalf of the Secretary of State for the Department of Education (DfE). The information will be stored electronically; your consent to record and process these details is required. If you are unwilling to provide your consent to the recording and processing of this information, the College may be unable to offer you Financial Assistance.

4. OTHER ALLOWANCES

Additional allowances can be paid, providing you and your family income is under certain financial limits, as follows:

Childcare Support

If you have dependent children, then you can claim for support towards childcare costs

There is a separate form if you wish to claim the costs of your childcare. Please visit Student Services to collect one. However please note that you can only apply for childcare support:

- If you have dependent children under 15 at the beginning of the academic year (or under 17, if they have special educational needs) and you need childcare services for them
- For registered or approved childcare
- You are aged 20 years on the first day of learning
- Please note for a student under 20 years of age on the first day of their academic course they should apply to Care to Learn at www.gov.uk/care-to-learn

Date Application Received by Student Support Services: _____

For Finance Use Only

BANK DETAILS

Bank Name (eg HSBC):

Account Number (8 digits)

Sort Code (6 digits)

Account holder (eg Mrs A Blank)

Successful applicants will receive their monthly payments directly into their bank account, these payments cannot be made to any other person on the student's behalf except in exceptional circumstances ie where Power of Attorney is in place and evidence of this must be provided.

Please be informed that the College is unable to make payments to Credit Union or Post Office accounts. Please inform us of any changes to bank details. The College will not take responsibility for incorrect bank details.