



CONFIDENTIAL

Greenwich Hardship Fund 2022-2023

Application Form

The fund will open on 12 June 2023 and close on the 21 July 2023. The funding provided is limited and may close earlier if all funds are exhausted. The following students are not eligible to apply:

* EU nationals in receipt of Tuition fee loan only from SFE
* Final Year students who are due to graduate this Summer
* Postgraduate or Nursing Students who have already applied to the main Greenwich Hardship Fund 2022/23
* Part time Students

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| Part 1: Personal details | | | | | | | | | |
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| First Name (in full): | | | | Family names (in full): | | | | | |
| Full Current address: | | | | Telephone number: | | | | | |
| University Email Address(e.g xz000@gre.ac.uk)  University ID number:  00 | | | | | |
| Postcode: | | | |  | | | | | |
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| Personal status/accommodation details:  *Do you live:* | | | | | | | | | |
| Alone | With partner/ spouse | In shared accommodation | | | In halls of residence | | | With parents  or guardians | |
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| Lone Parent with child/children | | |  | | |  |  | |  |

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| Part 2: Programme Details | |  | | | | | |
| Programme Title: | |  | | | | | |
| Campus: | | | | | | | |
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| Year of Programme: 1 2 3 4 | | | | | | | |
| Is this your final year?: Yes No | | | | | | | |
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| Are you retaking any elements of your course this summer: Yes No | | | | | | | |
| Part 3: Disability  Do you have a disability? : Yes No  Are you in receipt of DSA for your programme of study?: Yes No  Part 4: Care Leaver and Carer  Are you a Care Leaver?: Yes No  Do you have carer’s responsibilities?: Yes No | | | | | | | |
| Part 5: Dependants details: | | | | | | | |
| Do you have any children who are financially dependent on you?  If so, please give details:- | | | | | | Yes | No |
| Full Names: | Relationship to you: | | Do they live with you: | | | | |
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| Do you have any adults who are financially dependant on you?  If so, please give details:- | | | | | Yes | | No |
| Full Names: | Date of Birth: | | Do they live with you: | | | | |
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| Part 6 & 7 Income and Expenditure | | | | | |
| PLEASE COMPLETE ALL BOXES  *If you have applied for any benefits for the summer period but are still waiting to hear, please indicate in the appropriate box* | | | | | |
| Part 6:  Student and Spouse/Partner Income | Per week  £ | Per Month  £ | Part 7:  Student and Spouse/Partner Expenditure | | |
| Student Loan 2022/23 |  |  | *Composite living costs have already been calculated in our assessment by the government for the following items: Food, Utility Bills, Mobile Phones, TV Licence, Home Contents Insurance and Entertainment. Please do not include these items in your expenditures below*  . | | |
| NHS Training Grant and Parental Support Grant |  |  |
| Parents Learning Allowance |  |  |
| Adult dependants Grant |  |  | Additional Student and Spouse/Partner  Expenditure | Per  week  £ | Per Month  £ |
| Childcare Grant |  |  |
| Disabled Students Allowance |  |  | Rent/Mortgage  *\*Payment Method:*  *Direct Debit/ Cash/ online/Rent top up card*  *\*Delete as appropriate*  *(if student is living with family, a letter should be provided by family member as evidence of contribution towards household expenditure)* |  |  |
| Parental contribution |  |  |
| Net Earnings from any PT/FT work |  |  |
| Universal Credit |  |  |
| Child Tax Credit |  |  |
| Working Tax Credit |  |  | Additional Expenditure Student only | | |
| Child Benefit |  |  |
| Housing/Council Tax Benefit |  |  | Travelling Expenses from home to University  (*only applicable for students who have retakes in the summer)* |  |  |
| Income Support/ESA |  |  |
| Jobseekers Allowance |  |  |
| Disability Living Allowance/PIP |  |  |
| Scholarships/trusts/grants |  |  |  |  |  |
| Other income including savings |  |  |  |  |  |
| Partners Net earnings |  |  |  |  |  |
| Partners other income (please specify) |  |  |  |  |  |
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Part 8: Supporting Statement – This section must be completed

*(Please state why you are in financial difficulty and believe your situation to be exceptional and to merit additional support. Please use an additional sheet if necessary. Your statement should be detailed and explain fully your circumstances*)

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| Part 9: Confidentiality  For more information about how we process your personal data, please refer to the Privacy Notice <https://docs.gre.ac.uk/rep/sas/student-finance-and-financial-support-privacy-notice>  Part 10: Payment  Payment will be made directly to your nominated bank account. It is your responsibility to input the details onto the portal and to keep them up to date. To do this, log in to the portal at <https://portal.gre.ac.uk/cp/home/displaylogin> select ‘Student Records’, then ‘personal information’ & then ‘view bank details’ and follow the instructions. This is a secure area that updates the information directly onto your student record.  *Failure to provide your bank details may result in you not being able to receive an award.* |

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| Part 11: Nationality Declarations  Please tick where appropriate  I certify that to the best of my knowledge, I fulfil the following criteria:  I am a UK national  I am an EU national in receipt of a maintenance loan  There are no restrictions on my stay and I am therefore settled within the UK.  I have been recognised by the UK Government as a Refugee and have Full Refugee Status  I am an EEA Migrant Worker or Swiss employed person or their spouse or child.  I have been ‘Ordinarily Resident’ within the UK and Islands for 3 years (5 years if commencing study in September 2016) immediately before the start of my course.  Declaration  I confirm that I am supporting the children named on this form  I confirm that I am not living with a spouse/partner  I confirm that I am registered and in attendance on the programme described in this form  I confirm I have provided details of ALL my bank/savings/investment/mortgage accounts  I consent to a student finance officer contacting any relevant third parties in order to verify the information on the documents provided  I confirm that I have notified the DWP/JobCentre Plus or relevant agency of my student status in relation to the benefits I am receiving  I declare that the information that I have given on this form is correct and complete to the best of my knowledge and giving false information will automatically disqualify my application and may also lead to disciplinary procedures resulting in possible expulsion from the University. I further undertake to repay any grants obtained by me as a result.  I understand that if I have provided you with any third parties personal data, I should inform the individual or individuals named that I have disclosed their details to the University   |  | | --- | | Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ | |

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| STUDENT CHECKLIST  Submit the fully completed application form with the compulsory supporting documentation as per the student checklist below to [fab@gre.ac.uk](mailto:fab@gre.ac.uk) by the closing date of the 21st of July 2023. | | |
| 1. | Student Financial Breakdown letter 2022/23 and NHS grants notification letter for 2022/23 |  |
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| 2. | Child benefit book or DWP letter as evidence of Child Benefit. If these do not show the dates of birth of the children please provide copies of birth certificates |  |
| 3. | Provide all pages of your Child / Working Tax Credit award letter from HM Revenue & Customs for 2023/24 |  |
| 4. | Evidence of all incomes stated on the application including spouse/partner income where applicable (wage slips etc.). |  |
| 5. | Current and fully detailed bank statements for the last three months an ALL Bank accounts. Automated machine statements will not be accepted. Internet banks statements can only be accepted if they show your name & account number. |  |
| 6. | Current rent book, tenancy agreement or mortgage agreement showing the amount you are currently paying, with evidence of your weekly/monthly payments |  |
| 7. | Evidence of all benefits claimed by you or your partner if applicable – please provide all pages of your benefit award letter  *(If you have applied for any benefits for the summer period but are still waiting to hear, please indicate in section 5)* |  |