EDUCATION GRANTS

GRANT SELECTION CRITERIA

THE OLD ENFIELD CHARITABLE TRUST

Please read this section carefully before completing your application.

When returning your application, please also provide copies of the documents listed below that are current and **relevant** to your circumstances:

1. Evidence of your acceptance onto your course of study for the academic year
2. A priced equipment list for books/ materials that are required for the course
3. A copy of your halls/ tenancy agreement
4. Results of any applications for funding from the Local Authority or other source towards the cost of the course including Bursary, Access/ Hardship Fund
5. Evidence of your/ your parents' income, including benefits
6. Recent proof of course fees/ balance for the academic year, if applicable
7. Letter from your childminder of days of attendance, time & cost etc, if applicable
8. Copy of all your bills/ expenditures
9. A copy of your/ your parents' mortgage/ tenancy agreement
10. Photo I.D
11. Your Bank details (if you are awarded a grant, we will need this to make a payment)

Please ensure that you complete **ALL SECTIONS** of the form. The Trustees will be looking for information about your/ your parents' income, expenditure and any personal circumstances relevant to your application. An educational grant relates only to the additional expense incurred by your chosen course, however the Trustees will take into consideration your ongoing unrelated expenses too.

I would like to advise you at this stage that our Charity may not be in a position to fund you to the extent that you require. The amount awarded to you will only be known after consideration of your case, on interview by our Committee.

The Charity expects students to take up the loan offered by Student Finance England. Applications will not be considered, unless there are special circumstances, if the Student Finance loan has not been taken up.

We would not withdraw an education grant if it were not spent within six months. Education grants are payable in termly instalments throughout an academic year. Someone could be awarded a grant in August and the final payment could be made anytime between April and July.

Applicants are invited to attend for an interview with our Education Committee and we will be writing to you to let you know the date of the next meeting once we receive your completed application form and supporting documents.

Please feel free to add any additional information about your interests and ambitions to your application. The more information you provide the easier it will be for us to prepare your profile to present to the Trustees.

Data Protection Act 1998

No personal data is passed on to any other organisation.

Our contact information is at the end of the following application form.

EDUCATION GRANTS APPLICATION FORM

THE OLD ENFIELD CHARITABLE TRUST

The information supplied on this form will solely be utilised to assess the nature of charity awarded to the applicant. The Charity is committed to ensure that your information is secure at all times. Questions marked with an * are required fields.

PLEASE GIVE INFORMATION ABOUT YOURSELF

Title:* ☐ Mr ☐ Mrs ☐ Miss ☐ Ms

First Name:*

Surname:*

Home Address:*

Postcode: *

How long have you lived at this address? ☐ yrs ☐ mths

Date of birth: *

Email:

Home telephone no:

Mobile no:

Please give your marital status: ☐ Single ☐ Married ☐ Living with partner ☐ Divorced ☐ Separated

Term time address if different from above:

PREVIOUS APPLICATIONS TO THE TRUST

Have you applied to the Trust for a grant before, either education or general? ☐ Yes ☐ No

If yes, when?

What was the outcome?

What course was it for?

TELL US ABOUT YOUR COURSE

Course title:

How many days/hours per week?

How many years is your course?

Does your application relate to the 1st, 2nd, 3rd or further year?

Is this a placement year? ☐ Yes ☐ No

Which college/university will you be attending?

Please list qualifications you already have, giving school/college, grades and dates

School/College	Qualification	Grade	Date

Do you have a degree? ☐ Yes ☐ No

Have you applied to any of the following for assistance with funding your course? Please give details and outcome.

Student Finance England Loan or Grant

College Access Fund or College Bursary

Career Development Loan

Government Education Loan or Grant

Other charities/sources

How did you fund your previous year/s?

WHAT DO YOU NEED HELP WITH?

Please include a covering letter/additional sheet for information on your personal circumstances.

Course fees

	£ Expenses
Travelling expenses (weekly)	
Exam/Registration fees	
Books/DVD's	
Equipment/Stationery	
Uniform/protective clothing etc	
Childcare (weekly)	
General living expenses (weekly)	
Other (please specify)	

Your income

	£ Income	Weekly	Monthly
Employment		☐	☐
Student Finance England Loan/Grant		☐	☐
Access/Student/Learner Support Fund		☐	☐
Parental support		☐	☐
Income from savings		☐	☐
State Benefit		☐	☐
Child Benefit		☐	☐
Tax Credits		☐	☐
Other (please specify) ☐		☐	☐

YOUR FAMILY WHO LIVES WITH YOU

(Please tick as appropriate)

☐ There are no other members of my family living with me
☐ I live with my parents/guardians
☐ I live with my partner/spouse
☐ I live with my children:

Name	Date of Birth

TELL US ABOUT YOUR PARENT(S) OR PARTNER/SPOUSE'S INCOME:

(Please complete as appropriate)

	£ Income
Income Support/JSA (weekly)	
Child Benefit (weekly)	
Housing Benefit	
Disability Benefit	
Other State Benefit (specify)	
Employment (net weekly income)	
Tax Credit	
Maintenance (eg child)	
Other income (specify):	

DETAILS OF YOUR REGULAR EXPENSES

Include here any expense that is regularly incurred, but not directly related to your course (eg rent, mortgage, council tax, living costs)

Description	£ Expenses

Why are you applying for a grant?

Any other information relevant to your application:

Please use this space to provide us with some background/profile information about yourself. *

DECLARATION

I certify that all the information I have provided in this document is, to the best of my belief correct. I understand that I may be asked to provide independent confirmation of any information as may be considered by the Trustees to be necessary. I also understand that any grant that may be given is at the discretion of the Trustees.

Signed:

Date:*

SUBMIT FORM

marva@thetrustenfield.org.uk

Alternatively, please return completed form to:
Education Grants Adminstrator
The Old Enfield Charitable Trust
The Old Vestry Office
22 The Town, Enfield
Middlesex EN2 6LT

Tel: 020 8367 8941
Fax: 020 8366 7708