

# Application for Student Finance 2007/08

## Form PN1

You can also apply online at [www.studentfinancedirect.co.uk](http://www.studentfinancedirect.co.uk)

Your forename(s):

Your surname:

You should complete this form if you are starting one of the following courses:

- A full-time or sandwich course of higher education
- A full-time initial teacher training (ITT) course
- A part-time ITT course
- A flexible ITT course that lasts at least one year
- A diploma or degree course in a health related discipline and you will, or are likely to receive an **Income Assessed** bursary from the National Health Service (NHS) or Department of Health (DoH)

**This form should be completed in conjunction with the PN1 notes. The notes will give you extra information to help you complete the form correctly so that there are no delays with processing your application due to incorrect answers, missing information or lack of evidence.**

### Deadlines



In order for you to receive your first payment at the start of term, the deadline for returning **non-income assessed** applications (not based on household income) is **27 April 2007**.

In order for you to receive your first payment at the start of term, the deadline for returning **income assessed** applications (based on household income) is **29 June 2007**.

If you miss these deadlines, your application will be processed as soon as possible, but your first payment may not be available at the start of term.

This form should be returned within 9 months of the start of your academic year, otherwise you may lose your full entitlement to student finance.

# Instructions

- Complete this form in black ink and use BLOCK CAPITALS.
- Please answer all the questions applicable to you. If a question does not apply to you, write "N/A" (not applicable) or "None". If you do not, we may return this form to you as it will appear incomplete. This may delay your application for student finance.
- Please refer to the PN1 notes each time you see this icon. 
- Whenever you see this icon you must provide evidence to support your application.   
Further information about the evidence required can be found in the PN1 notes and will also be marked with this icon.
- Return this form to us at the address shown either on the back of this form, the accompanying letter with this form or on the contact list available online at [www.studentfinancedirect.co.uk](http://www.studentfinancedirect.co.uk)



**Please remember to pay the correct postage.**

## Quick reference

The following icon appears throughout the notes and form as a quick reference guide.

**if Yes go to section 3**

Each section has also been numbered and colour-coded to refer you to the appropriate notes.



section

# 1

## finance available

Please answer the questions in this section before completing the rest of the form as this will help you decide which types of student finance you are eligible for, which you wish to apply for and therefore, which sections of the forms to complete.

### Non-income assessed finance

This finance is available without the need to supply financial information.

#### Disabled Students' Allowances (DSA)

You can apply for help with the extra costs you have to pay in following your course if you have a disability or specific learning difficulty.

Do you wish to apply for Disabled Students' Allowances?

Yes ☐ No ☐

If "Yes", please provide details of your disability on a separate sheet of paper and enclose it with this form.

### Tuition Fee Loan

You can apply for a loan to help with the cost of the tuition fees that your university or college is charging you, up to a maximum that depends on your circumstances.

Do you wish to apply for a loan that will only be used to help pay towards the cost of your tuition fees?

Yes ☐ No ☐

### Maintenance Loan

You can apply for a Maintenance Loan to help cover your living costs such as accommodation, food, clothes and travel, provided you are under the age of 60 on the first day of the first academic year of your course.

Do you wish to apply for a non-income assessed Maintenance Loan?

Yes ☐ No ☐

## Additional income assessed finance

The following finance is available in addition to non-income assessed finance but is dependent on the financial circumstances of you and your family.

### Additional Maintenance Loan

If you have ticked “Yes” to apply for a non-income assessed Maintenance Loan above, you may also be eligible to receive an additional amount of Maintenance Loan depending on your household income.

Do you wish to be assessed for an additional amount of Maintenance Loan?

Yes ☐ No ☐

### Special Support Grant

Do you expect to be eligible for welfare benefits from the Department for Work and Pensions while you are studying?

Yes ☐ No ☐

If “Yes”, you may be eligible to receive up to £2,765 of Special Support Grant to help with additional course-related costs such as, books, equipment or travel. If you receive this grant, you will still receive any welfare benefits to help with your maintenance costs.

If you are eligible to receive a Special Support Grant you will not be eligible to receive a Maintenance Grant.

### Maintenance Grant

Depending on your household income, you may be eligible to receive up to £2,765 of Maintenance Grant to help you cover your living costs throughout the academic year.

Do you wish to apply for a Maintenance Grant?

Yes ☐ No ☐

If you are eligible to receive a Maintenance Grant you will not be eligible to receive a Special Support Grant.

# section 1

## continued finance available

### Parents' Learning Allowance (PLA)

This is an additional grant to help with course-related costs where you have dependent children.

Do you have any dependent children?

Yes ☐ No ☐

### Adult Dependant's Grant (ADG)

You may be entitled to a grant to help you support an adult dependant, if you have an adult in your household who depends on you financially.

Do you have a husband, wife, partner or other adult who is financially dependent on you?

Yes ☐ No ☐

### Childcare Grant

You may be able to get help with some of your childcare costs, depending on your income.

Do you have any dependent children, who you pay childcare for, that will be aged under 15 (or any children with special educational needs aged under 17) before the beginning of the academic year?

Yes ☐ No ☐

### Travel Grant

This grant is for students who study abroad or have to travel to and from clinical training locations in the UK for medical and dental courses.

Do you have to attend a place in the UK away from your main college as part of your medical or dental clinical training in the academic year 2007/08 or do you have to go abroad for the majority of any term as part of your course?

Yes ☐ No ☐

## Sections you now need to complete

- All students must ensure the relevant declaration(s) on this form are signed and dated.
- If you are only applying for **NON-INCOME ASSESSED** student finance, **complete sections 2-6**, and if you are applying for a Maintenance Loan or a Tuition Fee Loan, you must complete the Loan Request Form on page 15/16.
- If you are applying for **INCOME ASSESSED** student finance, complete **sections 2-8 and 10-12**, and if you are applying for a Maintenance Loan or a Tuition Fee Loan, you must complete the Loan Request Form on page 15/16.
- If you are applying for Parents' Learning Allowance, Adult Dependant's Grant or Childcare Grant as part of your income assessed student finance, you must also complete **section 9**.
- If your university or college is offering **bursaries or scholarships** to its students, you and (if applicable) the person(s) named in **section 10** should also complete **section 13**.

## personal details

□ □ □ □ □ □ □ □ □ □

Please complete this section with the details as exactly stated on your birth certificate or passport

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1

3



DATA	
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MONTH

YEAR

section

# 3

## residence


**a1** Are you a UK national?  Yes ☐ No ☐ if Yes go to b1

**a2** Are you an EU national?  Yes ☐ No ☐

**a3** Are you the child of a Swiss national?  Yes ☐ No ☐ if Yes go to b2

**a4** Are you, your husband, wife, civil partner, parents or a step-parent, child, son or daughter-in-law or child's civil partner an European Economic Area (EEA) national or Swiss national who is working, has worked or is looking for work in the UK? Yes ☐ No ☐

if No go to a5

If "Yes", please give details below.  

If you are currently working, are you going to continue working during your studies?

If "Yes", please give details.   Yes ☐ No ☐



go to b2

**a5** Do you have "settled status" in the UK?   Yes ☐ No ☐ if No go to a6

If "Yes", give the date you received this status.

DAY MONTH YEAR

go to b2



**a6** Have you, your husband, wife, civil partner, parents or a step-parent been granted "refugee status" by the UK Government?  

Yes ☐ No ☐ if No go to a7

If "Yes", and if applicable, please give the date this status is due to expire.

DAY MONTH YEAR

go to b2

**a7** Have you, your husband, wife, civil partner, parents or a step-parent been given "leave to enter or remain" in the UK as a result of a failed asylum application?   Yes ☐ No ☐ if No go to b2

If "Yes", and if applicable, please give the date this status is due to expire.

DAY MONTH YEAR

go to b2

**b1** In the three years prior to the start of the first academic year of your course, **did you live outside the UK and Islands at any time?** Yes ☐ No ☐ if No go to b3

**b2** Give details of your residence for the three years before the start of the first academic year of your course.

Full address

Why were you there?

From

DAY MONTH YEAR

To

DAY MONTH YEAR



From

DAY MONTH YEAR

To

DAY MONTH YEAR

If you require further space to provide your answer, please give the details requested above on a separate piece of paper and enclose it with this form.

**b3** At any time since 1 September 2004 has either of your parents, step-parents, guardians, husband, wife or civil partner lived or worked outside the UK and Islands or in the case of an EU, EEA or Swiss national outside the EEA or Switzerland? Yes ☐ No ☐

If "Yes" please give details below.

Full address

Why did they live there?

From

DAY MONTH YEAR

To

DAY MONTH YEAR



From


DAY MONTH YEAR

To

DAY MONTH YEAR

4

about your course, and your college or university

- a1** Give the name and address of the university or college you hope to go to. If the course is at a university that is made up of a number of colleges, give the name of the college first, followed by the name of the university (for example, Hatfield College, University of Durham). 

Postcode

**a2** If the course is a franchised course run at a different establishment from the university or college providing the course, give the full address of that university or college.

Postcode

**a3** Give the name of the course you will be, or expect to be, studying in 2007/08. Give the course subject (for example, Information Systems). If you are following a combined studies or modular course, list all the subjects.


**a4** Which qualification would you gain at the end of your first choice of course (for example, BSc Physics)?

**a5** Give your Universities and Colleges Admissions Service (UCAS) application number if you have one.   -       -

**a6** Give the UCAS code of the university or college (for example, the code for Wolverhampton University is W75). Please see the UCAS Directory or UCAS website ([www.ucas.com](http://www.ucas.com)).

**a7** Give the UCAS course code (for example, the code for law is M100).

**a8** Give the UCAS campus code of the campus or study location within your university or college, if this applies.

**a9** Give the tuition fee amount that your university or college is charging for the course you will be studying in academic year 2007/08.   £

If you are unsure about the tuition fee amount you will be charged, please contact your university or college for clarification.



# about your course, and your college or university

**b** Date on which you will start, or started, the first year of your course. MONTH   YEAR      
 When will you finish the last year of your course? MONTH   YEAR      
 How many years does this course last for?

**c** Which year of the course are you studying in the academic year 2007/08?  
 Foundation year ☐ First year ☐ Second year ☐ Third year ☐  
 Fourth year ☐ Other (give details)

**d** Which of the following is your course (tick one box only)? ☐ n  
 Full time ☐ Full-time foundation degree ☐ Distance learning ☐ Full-time involving a placement (sandwich course) ☐  
 Flexible postgraduate initial teacher training (ITT) ☐ Part-time ITT ☐ Full-time postgraduate (ITT) ☐  
 If you ticked part-time ITT or flexible postgraduate ITT, give the number of weeks you will be studying full-time, and the number of weeks you will be on full-time teaching practice in the academic year 2007/08. e  
 Full-time study  (weeks) Full-time teaching practice  (weeks)

**e** If you are studying on a distance learning course, do you have a disability? Yes ☐ No ☐  
 Does your disability prevent you from attending your university or college in person? ☐ n e Yes ☐ No ☐

**f** Where will you be living during each term in the academic year 2007/08?  
 Term 1 Living with parent ☐ Elsewhere or own home ☐  
 Term 2 Living with parent ☐ Elsewhere or own home ☐  
 Term 3 Living with parent ☐ Elsewhere or own home ☐

**g** Where will you spend most of your time studying during each term in the academic year 2007/08? Do not count periods of teaching practice as a placement, so if you are studying an ITT course, tick "University or college".  
 Term 1 University or college ☐ Abroad ☐ Placement ☐  
 Term 2 University or college ☐ Abroad ☐ Placement ☐  
 Term 3 University or college ☐ Abroad ☐ Placement ☐

if all are at University or college go to j

# section 4 continued

## about your course, and your college or university

**h** Will your placement be based abroad or in the UK? Abroad ☐ UK ☐ Don't know ☐

If you know where your placement will be, give the name, address and postcode of your placement.


 Postcode 

Is the placement:

a paid placement ☐ an unpaid placement ☐

If you ticked unpaid placement, please tick which type:

- a hospital, Public Health Service Laboratory or with a Primary Care Trust. ☐
- a Health Authority, Strategic Health Authority, Local Health Board, Special Health Authority, Health Board, Special Health Board or a Health and Social Services Board. ☐
- a Local Authority carrying out its duties relating to health, welfare or caring for children and young people, a voluntary organisation providing facilities or carrying out similar activities. ☐
- the prison or probation sector or after-care services. ☐
- unpaid research in a UK or overseas institution. ☐
- an unpaid placement that is not listed above. ☐

**i** Have you been accepted onto the ERASMUS exchange scheme for a placement abroad? Yes ☐ No ☐

**j** Are you resident in the house of a religious order of which you are a member? Yes ☐ No ☐

**k** Have you been awarded a state-funded place on a dance and drama course at a privately-funded institution? ☐ Yes ☐ No ☐

## previous loans or financial support and other information

**a** Have you ever had any other loans from the Student Loans Company (SLC)? Yes ☐ No ☐ **if No go to c1**

If "Yes", are you behind with the repayments?  Yes ☐ No ☐

**b** Did you receive a loan from the Student Loans Company (SLC) when you were under 18? Yes ☐ No ☐

If "Yes", have you signed credit agreements for all of them?  Yes ☐ No ☐

**c1** Have you attended any full-time, ITT or sandwich courses of higher education since you left school? Yes ☐ No ☐

**c2** Have you been awarded an honours degree from a UK university? Yes ☐ No ☐ **if No go to d**

If you answered "Yes" to question c1 or c2, give details below. Do not list A-Level/AS-Level examinations or equivalent.

Title of course

(for example,

BA History or  
BA Honours History)

Name of university  
or college



Date you  
started

Date you  
left

Did you finish  
this course?

MONTH YEAR MONTH YEAR

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

If you did not finish any course listed above, why was this?  

# section 5 continued

## previous loans or financial support and other information

- d** Have you applied for financial support before (for example, a grant or loan, tuition fees or bursary including support for fees) from a local authority or any other organisation in the UK (for example, Department of Health)? If you applied for support and did not receive it, still tick "Yes".

Yes ☐ No ☐ if No go to e

If "Yes", give details below.

Name of the local authority or organisation you applied to

What type of support did you receive?

Period the support covered  
from to

MONTH	YEAR	MONTH	YEAR
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

If any of the periods of support you have given above involved a period of suspended study where you did not receive any support, for example, if you received support from 2000 to 2004 but between 2002 and 2003 you did not receive support because you suspended study that year, please give the suspension date periods below and give the reasons why you suspended study.


- e** Have you applied, or will you be applying, for any bursary or award for the academic year 2007/08 from the National Health Service (NHS) or the Department of Health (DoH)? If you applied for support and did not receive it, still tick "Yes". ☐ Yes ☐ No ☐

If "Yes", is this bursary or award income assessed or non-income assessed?

Income assessed ☐ Non-income assessed ☐

## student's bank details

### Account details

Give the details of the bank or building society account into which you want to receive your payments. **This account must be in your own name.** Please note that missing or incorrect bank details will result in your MAINTENANCE LOAN payments, BURSARY payments (if applicable) or any GRANT payments being delayed. 

Sort code	<input type="text"/>	<input type="text"/>	–	<input type="text"/>	<input type="text"/>	–	<input type="text"/>	<input type="text"/>
Account number	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Building society roll number	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

If you wish to apply for a Maintenance Loan, a Tuition Fee Loan or both, please complete the Loan Request Form on page 15/16.

If you do not want a Maintenance Loan or a Tuition Fee Loan, tear out and keep safe the Loan Request Form. You can send this to us at a later date if you change your mind.

**Note:** All applicants must sign Declaration A on page 27.



# Loan Request Form


Remember you must complete and leave attached the following loan request form if you want to apply for a Maintenance Loan, a Tuition Fee Loan or both.

Only if you DO NOT want either loan at this time, tear out this page and keep safe.

You can send this at a later date if you change your mind.

ART ID (if you have one)           Academic year

Forename(s)  Surname

National Insurance Number 

## Maintenance Loan

Amount of Maintenance Loan you would like to borrow tick maximum ☐ or specify

## Tuition Fee Loan

Amount of Tuition Fee Loan you would like to borrow tick maximum ☐ or specify

## Contact details

Please give the names and addresses of two contacts. These people will only be contacted if, for example, you move address and do not inform us.

Please give the name of a relative, partner, next of kin or guardian as one of the contacts.

**The contacts you give must not live at the same address as each other.**

Forename(s):	Forename(s):
Surname:	Surname:
Relationship to you:	Relationship to you:
Address:	Address:
<input type="text"/>	<input type="text"/>
Postcode:	Postcode:
Country:	Country:
Phone number:	Phone number:

 **You MUST now read and sign the following declaration.**



**You MUST now read and sign the following declaration.**

## Declaration by the student requesting a loan

**I declare that:**

- a** The particulars I have given above are correct.
- b** I have read and understood the booklet "Student Loans: A guide to terms and conditions".
- c** I acknowledge and agree that any loan(s) made to me by the Secretary of State, "the lender" (which includes any persons exercising functions on behalf of the Secretary of State pursuant to section 23(4) of the Teaching and Higher Education Act 1998 as amended from time to time or successor legislation, "the Act") will be on the terms set out in the Loan Request Form including these declarations and in regulations which are made under section 22 of the Act as amended from time to time.
- d** I undertake to repay the lender any loan(s) made to me, together with all and any interest, penalties and charges which apply.
- e** I agree that any loan(s) made to me as a consequence of the acceptance of my application by the lender is a/are contract(s) between me and the lender which binds me from the payment to me of the first loan advance and that the repayment of any such loan(s), together with all and any interest, penalties and charges which apply, will be due by me to the lender as a debt.
- f** I agree that I shall be obliged to make repayment of my loan(s), together with all and any interest, penalties and charges which apply, to such address as shall be notified to me in writing and that any services in respect of my loan(s) may be provided at such address or other address(es) as the lender may from time to time determine and that the service of providing the loan is provided at the lender's principal address.
- g** I agree that any action for repayment and/or in respect of or in connection with my loan(s) and/or all and any interest, penalties and charges which apply, will be brought before the ordinary civil courts and shall be governed by the general rules of civil procedure.
- h** I agree that my request for a loan, the loan and the contract between me and the lender shall be governed by the law of the place of my home address as stated in this form PN1 (or, if my address is outside the United Kingdom, English law).
- i** I irrevocably agree that the courts of the part of the United Kingdom in which my home address stated in this form PN1 is situated (or the English, Scottish and Northern Ireland courts where my address is outside the United Kingdom) shall have non-exclusive jurisdiction to hear any action or proceedings arising out of or in connection with the loan and the contract between me and the lender and I irrevocably submit to the jurisdiction of those courts and waive any objection to the jurisdiction of those courts, provided that this shall not limit the lender's rights to take proceedings against me in any other court of competent jurisdiction.
- j** I agree that from the date I submit this form until the date when my loan(s), together with all and any interest, penalties and charges which apply, is fully repaid I will notify the lender of any changes in the personal details (including National Insurance Number) and contact details I have provided as required in accordance with the regulations referred to in paragraph c.
- k** In the event that I leave the United Kingdom to reside outside the United Kingdom or that for any other reason I am outside the UK tax system, I undertake to inform the lender in accordance with the regulations referred to in paragraph c and I undertake to provide the lender with my new and any subsequent contact details until my loan, together with all and any interest, penalties and charges which apply, is fully repaid.
- l** I agree to take all future action requested by the lender and provide the lender with all information required to ensure repayment, in accordance with the regulations referred to in paragraph c.
- m** If I breach any of the terms under which any loan(s) will be made I agree that I will be obliged to pay any charges and penalties which may apply under the Teacher and Higher Education Act 1998 and the regulations made under that Act, as amended from time to time or successor legislation and/or regulations.
- n** I understand that the lender will check my National Insurance Number and personal details with the Department for Work and Pensions (DWP). If I do not know my National Insurance Number, or if the number I provide cannot be authenticated, DWP will trace and give my number to the lender.
- o** If I have broken the terms of this contract I agree that the lender may share information held about me and my account with any person, including the government or a government agency of another country, who may assist in establishing my whereabouts and/or in taking action to recover outstanding loan amounts.

**Your signature**




**Date**

DAY		MONTH		YEAR	



## dependent and independent students

**This section helps to decide whether you are a dependent or an independent student, and therefore, whose income needs to be taken into account when assessing your entitlement to financial support.** 

If you answer “Yes” to a1 or a2 you will be considered independent.


**a1** Will you be 25 or over on the first day of the academic year? Yes ☐ No ☐ **if Yes go to section 8**

**a2** Have you been married or in a civil partnership at any time before the first day of the academic year? Yes ☐ No ☐ **if Yes go to section 8**

**b** Please tick the relevant box if any of the following apply to you. If you tick any, you will be contacted for evidence, and subject to this, may be considered independent.

■ Your parents cannot be found or it is not reasonably practicable to get in touch with them. ☐

■ You are irreconcilably estranged from (have no contact with) your parents and this will not change. ☐

■ At any point from the age of 16 to the start of your course, you have not been under the legal care of your parents; and, for three months or more, you have been in the custody or legal care of, or have been given accommodation by, a local authority or some person who is not your parent.  ☐

■ Both your parents have died. ☐

■ You have applied for student finance before, and the parent who was assessed for a contribution has died. ☐

■ Your parents are living outside the European Union and the assessment of their financial circumstances would place them in jeopardy. ☐

■ Your parents are living outside the European Union and it would not be reasonably practicable or possible for them to send you money. ☐

**If you have ticked any of the boxes above go to section 8**



section  
**7**  
continued

## dependent and independent students

- c** Have you supported yourself financially for a total of three years or more prior to the start of the first academic year of your course? (This is normally 1 September 2007, but see page 2 of PN1 notes if your course starts after 1 January 2008.) Yes ☐ No ☐ if No go to d

If "Yes", give details below.  


Name and Address of your employer or your benefit office	Did you work full or part time?	From MONTH YEAR	To MONTH YEAR	Amount of salary wages or benefit you have received (state whether it was weekly, monthly or yearly)
<div></div>	<div></div>	<div></div>	<div></div>	<div></div>

- d** Will you have care of a person under the age of 18 on the first day of academic year 2007/08?   Yes ☐ No ☐

# student financial questions

If a question does not apply to you, please enter "None" or "N/A" as the answer. If you do not, this form may be returned to you as it will appear incomplete. This may delay your application for student finance.

**a** Taxable **unearned** income is any income you receive from:

- Bank or building society gross interest
- Property, lettings or rent
- Dividends or investments
- Trusts or sponsorships
- Any other payment received for attending the course 


Please estimate the total taxable unearned income, before deductions, that you expect to receive in academic year 2007/08.

£

What is the source of this income?

**b** Is your employer releasing you to attend your course for the academic year 2007/08?

Yes ☐ No ☐ if No go to d

If "Yes", how much will your employer pay you for time spent attending your course during this period? 

£



**c** During the academic year 2007/08, will you or your employer pay any money into a pension fund on your behalf?

Yes ☐ No ☐

If "Yes", how much during this period?

£

**d** Give details of any children who will be totally or mainly financially dependent on you during the academic year 2007/08.

Child's full name	Date of birth 	Relationship to you	Whom will they live with?	Income from all sources after income tax and social security contributions 
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

# parents' learning allowance, adult dependant's grant and childcare grant

**a** Are you a lone parent? Yes ☐ No ☐ **if Yes go to d**

**b** Are you under 25, living with a partner and claiming for a Childcare Grant or Parents' Learning Allowance? Yes ☐ No ☐ **if Yes go to c**  
**if No go to d**

**c** Total (estimated) income after income tax and National Insurance contributions have been deducted for the academic year 2007/08.


You: £ Your partner: £

If your or your partner's income includes Child Tax Credit (CTC), how much CTC will you and your partner get for the academic year 2007/08?

You: £ Your partner: £

**d** If you are a lone parent and are not claiming Adult Dependant's Grant **go to f**

If you are claiming for Parents' Learning Allowance, Adult Dependant's Grant or the Childcare Grant give an estimate of your husband's, wife's, partner's or other adult dependant's income (after deductions) for the academic year 2007/08.

	Husband, wife or partner	Other adult dependant
Income from earnings	£ Husband, wife or partner	£ Other adult dependant
Adoption Agency payments	£ Husband, wife or partner	£ Other adult dependant
Any disability pension or benefit	£ Husband, wife or partner	£ Other adult dependant
Child benefit	£ Husband, wife or partner	£ Other adult dependant
Guardian's allowance	£ Husband, wife or partner	£ Other adult dependant
Fostering or boarding out payments 	£ Husband, wife or partner	£ Other adult dependant
Residence order allowance	£ Husband, wife or partner	£ Other adult dependant
Child Tax Credit	£ Husband, wife or partner	£ Other adult dependant
Working Tax Credit	£ Husband, wife or partner	£ Other adult dependant

## parents' learning allowance, adult dependant's grant and childcare grant

	Husband, wife or partner	Other adult dependant
All other income	£ Husband, wife or partner	£ Other adult dependant
If other, what is it?		
<p>If you have provided financial details above, specifically to claim for an Adult Dependant's Grant, please indicate who you want to claim an Adult Dependant's Grant for.</p>		
Your husband <input style="width: 30px;" type="checkbox"/>	Your wife <input style="width: 30px;" type="checkbox"/>	Your partner (if you are 25 or over) <input style="width: 30px;" type="checkbox"/> Other adult dependant <input style="width: 30px;" type="checkbox"/>

**e** Give details of financial commitments you have before the start of the course which your husband, wife or partner will continue to pay for you during the academic year. e

Type: £	Type: £
Type: £	Type: £

**f** **Answer this question if you are applying for Childcare Grant.**

Do you, your husband, wife or partner receive, or expect to receive, the childcare element of Working Tax Credit? Yes ☐ No ☐

If 'Yes', you cannot also get Childcare Grant. But you can choose to receive Childcare Grant instead of the childcare element of Working Tax Credit if you wish. n



# section 10 about your family

Read the note, “Which family members count?” before completing this section. 

If you are a single independent student go to section 13. All other independent students go to c.

If you are a dependent student, answer all questions in this section.

**a** With which parent do you normally live, or have more contact?  
Mother ☐ Father ☐ Both ☐ N/A ☐ if you have ticked both or N/A then go to c

**b** What is the marital or civil partnership status of this parent? (Tick “living with partner” if he or she lives with a partner of either sex and they are not married or civil partners).  
single ☐ separated ☐  divorced/civil partnership dissolved ☐   
married or in a civil partnership ☐ widowed or a surviving civil partner ☐  
living with partner ☐

**c** If you are an **independent student and you live with a partner**, please give details of your partner.

If you are a **dependent student**, please give details of your mother, father, stepmother, stepfather, mother’s partner, or father’s partner you identified in questions a and b.

## Person 1

Relationship to you:
Title:
First names:
Surname:
Date of birth:
Place of birth: <small>The name of the town or village, exactly as it appears on their birth certificate or passport</small>
Address:
Postcode:
Home tel. number:
Email address:


## Person 2

Relationship to you:
Title:
First names:
Surname:
Date of birth:
Place of birth: <small>The name of the town or village, exactly as it appears on their birth certificate or passport</small>
Address:
Postcode:
Home tel. number:
Email address:

## financial details for the tax year 2006-07 for person(s) named in Section 10

**This section should be completed by the person(s) named in section 10.**

You do not have to disclose your financial information to the student. If you would like to provide it separately, please tick this box. You will then be sent form PFF1 so that you can provide your financial information privately. **Tick** ☐

If you are providing your financial details in this section you must **answer every question**  entering the amount of income received. If you have no income from a particular source, for example, income from pensions, then you must enter "none" or "N/A" as the income received. If you do not enter an amount or write none or N/A in each box, we may return this form to you as it will appear incomplete. This may delay the student's application for student finance.

**Person 1**

**Person 2**


**a1** Your full name:


Person 1

Person 2

Please give your ART ID which you may have been given if you have recently dealt with Student Finance Direct.

Where you enter an amount other than "none" or "N/A", you must provide  evidence of that amount.

**a2** Give details of the gross taxable income from salary or wages (before deductions) received from 6 April 2006 to 5 April 2007. 


£ Person 1

£ Person 2

**b1** Taxable benefits in kind 


£ Person 1

£ Person 2

**b2** Income from self-employment (estimate if you are not sure) 

£ Person 1

£ Person 2

**b3** Income as a company director 


£ Person 1

£ Person 2

**b4** Income from the state retirement pension

£ Person 1

£ Person 2





**b5** Income from any other pensions 

£ Person 1

£ Person 2

# section 11 continued


## financial details for the tax year 2006-07 for person(s) named in Section 10

<b>b6</b>	Income from property, lettings or rents	£ Person 1	£ Person 2										
<b>b7</b>	How much of this is through the rent a room scheme?	£ Person 1	£ Person 2										
<b>b8</b>	Bank and building society gross interest (before tax) 	£ Person 1	£ Person 2										
<b>b9</b>	Other investment income before income tax												
	Type	£ Person 1	£ Person 2										
	Type	£ Person 1	£ Person 2										
<b>b10</b>	Income from benefits 	£ Person 1	£ Person 2										
<p><b>Only include money you receive for the following benefits:</b></p> <table border="0"> <tbody> <tr> <td>■ Jobseekers Allowance</td> <td>■ Statutory Sick Pay</td> </tr> <tr> <td>■ Bereavement Benefit</td> <td>■ Widowed Mother's Allowance</td> </tr> <tr> <td>■ Industrial Death Benefit</td> <td>■ Widow's Benefit</td> </tr> <tr> <td>■ Invalid Care Allowance</td> <td>■ Incapacity Benefit. Only include amount received after 28 weeks of incapacity.</td> </tr> <tr> <td>■ Statutory Maternity Pay</td> <td></td> </tr> </tbody> </table>				■ Jobseekers Allowance	■ Statutory Sick Pay	■ Bereavement Benefit	■ Widowed Mother's Allowance	■ Industrial Death Benefit	■ Widow's Benefit	■ Invalid Care Allowance	■ Incapacity Benefit. Only include amount received after 28 weeks of incapacity.	■ Statutory Maternity Pay	
■ Jobseekers Allowance	■ Statutory Sick Pay												
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■ Industrial Death Benefit	■ Widow's Benefit												
■ Invalid Care Allowance	■ Incapacity Benefit. Only include amount received after 28 weeks of incapacity.												
■ Statutory Maternity Pay													
<b>b11</b>	Any other type of income:												
	Type	£ Person 1	£ Person 2										
	Type	£ Person 1	£ Person 2										
<b>c1</b>	Amount of any private pension contributions you have paid 	£ Person 1	£ Person 2										
<b>c2</b>	Amount of any Additional Voluntary Contributions (AVCs) you have paid	£ Person 1	£ Person 2										
<b>c3</b>	Amount of any professional or employment-related expenditure on which you claim tax relief 	£ Person 1	£ Person 2										



# section 12

## dependants

Identify any person who will be totally or mainly financially dependent on those named in Section 10 in the academic year 2007/08. Do not include any children already listed in Section 8. 

### a Child dependants not in further or higher education

Include any unearned income for ALL dependants. Only include earned income details for persons aged 16 and over. Do not count casual earnings of persons under 16.

Full name	Date of birth DAY MONTH YEAR	Income for the year

### b Child dependants in further or higher education

(If either of the persons named in Section 8 or 10 is receiving, or has applied for, student finance, include them here also).

Are they receiving financial support in academic year 2007/08? If so, from which authority or organisation?

Full name	Date of Birth DAY MONTH YEAR	School, college or university	Course	


# section 13 bursary consent statements

**Your decision about consent will not affect your entitlement to any other financial support available.**

## Students

In order for your university or college to determine and pay any bursary and/or scholarships to which you may be entitled more quickly and efficiently, we can share some of the information that you have given on this form, as well as information in relation to your assessment for student finance, with your university or college.

**We can only share this information with your consent.**

Additional information about giving consent is available in the notes. 

Please sign below if you consent to your information being shared for bursary and scholarship administration purposes.

**Your signature:** 



**Please note that failure to provide consent may result in a delay with any bursary and/or scholarship payments.**

## Person(s) named in section 10

In order for the applicant to get any bursary and/or scholarships to which they may be entitled more quickly and efficiently and to avoid having to provide the same information again, we can share some of the information that you have given on this form with their university or college.

**We can only share this information with your consent.**

Please sign below if you consent to your information being shared for bursary and scholarship administration purposes.

**Person 1 signature :**



**Person 2 signature :**



**Please note that failure to provide consent may result in a delay with any bursary and/or scholarship payments.**

## Declarations

Please read the following declaration. Your application for financial support will not be processed unless you, and appropriate persons named in Section 10, sign and date the relevant parts.

Before signing and returning your completed form, you should read the Data Protection Statement on the PN1 notes that accompany this PN1 application form. This statement sets out who will use the information provided on this PN1 form and what they will use it for.

A copy of the Data Protection Statement can also be found at [www.studentfinancedirect.co.uk](http://www.studentfinancedirect.co.uk). Alternatively, you may also obtain a copy of the Statement by writing to the SLC at 100 Bothwell Street, Glasgow or by calling our Customer Support Office on 08456 077 577.

### Declaration A: all students

- I confirm that to the best of my knowledge and belief, the information I have given on this form is true and complete and I understand that if I have given my LEA (or SLC where appropriate) false information, or have not given them complete information, I might be refused financial support, or I may be prosecuted and my financial support withdrawn.
- I agree to give my LEA (or SLC where appropriate) any additional information they require to enable them to process my application and agree to tell them immediately if my circumstances change in any way that might affect my entitlement to financial support.
- I understand that if I do not tell my LEA (or SLC where appropriate) about any change in my circumstances, which may affect my entitlement, I may not be eligible to receive any outstanding instalments or payments that they have told me about, and that I may have to repay all or part of the financial support I have already received in the year.
- I agree that in the event of receiving an overpayment of financial support, I am obligated to repay any of this overpayment in full.

Your full name:  
(in BLOCK CAPITALS)

Your signature:

✕

Date

DAY

MONTH

YEAR

### Declaration B: for any person(s) named in section 10

- I confirm that to the best of my knowledge and belief, the information I have given on this form is true and complete and I understand that if I have given the LEA (or SLC where appropriate) false information, or have not given them complete information, I may be prosecuted and financial support withdrawn.
- I agree to supply any further information in relation to the applicant's application for financial support that the LEA (or SLC where appropriate) may ask for and agree to tell them immediately if my circumstances change in any way that might affect this application for financial support.

#### Person 1

Your full name (in BLOCK CAPITALS):

Your signature:

✕

Date:

DAY

MONTH

YEAR

#### Person 2

Your full name (in BLOCK CAPITALS):

Your signature:

✕

Date:

DAY

MONTH

YEAR

## Voluntary questions

The following questions are voluntary - you do not have to answer them. Whether or not you answer will not affect our assessment of your entitlement to financial support. If you answer both questions a and b, the information will be used to help the Department for Education and Skills develop their policies in the future. Your local authority will also use your answer to question b to improve their ability to deliver suitable and accessible educational services that meet the varied needs of their communities in the future.

- a Your parents' education** (this includes your natural parents, your adoptive parents, your step-parents, partners of your parents, and your guardians).

Do any of your parents (as defined above) have any higher education qualifications, for example degrees and diplomas or certificates of higher education?

Yes ☐ No ☐ Don't know ☐

- b** How would you describe your ethnic origin?

White: British ☐ Irish ☐ Any other white background ☐

Black or Black British: African ☐ Caribbean ☐ Any other black background ☐


Mixed: White and black Caribbean ☐ White and black African ☐  
White and Asian ☐ Any other mixed background ☐

Chinese or other ethnic group: Chinese ☐ Any other ☐

Asian or Asian British: Indian ☐ Pakistani ☐ Bangladeshi ☐  
Any other Asian Background ☐

## Checklist

Before returning this form, please make sure you have done the following:

- Fully answered all questions that apply to you. Tick ☐
- Enclosed all the documents we have asked for as evidence where you have seen this icon next to a question.  Tick ☐
- Signed and dated the relevant declaration(s). Tick ☐

Within 6 weeks of returning your completed application form with all the relevant evidence, you will be sent a letter showing the amount of financial support you will receive.

**You must return your completed form to the address shown either below or on the covering letter sent with this form.**