



### Application for a grant for part-time study - Academic Year 2008/09

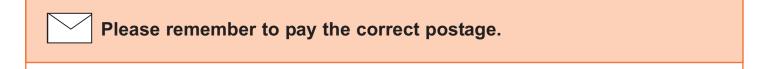
Form PTG1

This form is also available on our website

www.studentfinancedirect.co.uk					
Your forename(s):	Your surname:				
The answers you give on this form will help us decide whether you are eligible to receive a grant and, if so, how much you are entitled to under the Education (Student Support) Regulations 2008.					
This form should be completed in conjunction with the PTG1 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.					
Disabled Students' Allowances (DSAs)					
Do you want to apply for Disabled Students' Allo	owances? Yes No				
Have you received grants or Disabled Students' for this programme of study before?	Yes No				

#### 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.
- If you are a new student or you are a student who started their course before academic year 2008/09 and this is your first application for student finance, your university or college must complete Section 6 to certify that you have been undertaking your course for a minimum of two weeks.
- If you are a continuing student your university or college must complete Section 6 once you have enrolled for academic year 2008/09.
- Please refer to the PTG1 notes each time you see this icon.
- Whenever you see this evidence icon you must provide evidence to support your application. Further information about the evidence required can be found in the PTG1 notes and will also be marked with this evidence icon.
- Return this form to us at the address shown on the back of this form, the accompanying letter with this form or on the LA Finder list available online at www.studentfinancedirect.co.uk/lafinder.



## personal details

a	ART ID (if you have one):					
	Please complete this section with the details as exactly stated on your birth certificate or passport.					
	Title Mr Mrs Miss Ms Forename(s)					
	Surname DAY MONTH YEAR					
	Sex Male Female Date of Birth					
	Place of birth (the name of the town or village)					
	Nationality					
o1	Are you: single living with partner married or in a civil partnership separated divorced or were you in a civil partnership widowed or a which has now been dissolved surviving civil partner surviving civil partner					
	If you are married or in a civil partnership, please give DAY MONTH YEAR					
	the date of your marriage or civil partnership.					
<b>)2</b>	Will you be 25 or over on the first day of the academic year?					
С	Home address					
	Postcode					
	Correspondence address (if different from your home address, for example, your term-time address)					
	Postcode					
	Date on which you moved, or will move, to your correspondence address					
	Home phone number (including area code)					
	Mobile phone number					
	Contact phone number (if different from home or mobile number)					
	Email address					



# previous loans or financial support

a	Will you be getting funding from any other source to meet the costs of your course in 2008/09?   If "Yes", please give details of this funding.	Yes No
b	Have you received a grant for part-time study for this programme of study for any academic year up to and including 2007/08?	Yes No
		if Yes go to Section 4
С	Do you hold a first degree from an educational institution in the UK? n	Yes No
d	Have you ever had any other loans from the Student Loans Company (SLC)?  Yes No	if No go to Section 3
	If "Yes", are you behind with the repayments?	Yes 🗌 No 🗌
е	Did you receive any loans 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 🗌

# residence section

Disabled Students' Allowances for academic year 2008/0	riod of study or if you have applied for go to Section
Are you a UK national?	Yes No If Yes go to b
Are you an EU national?	Yes No
Are you the child of a Swiss national?	Yes No If Yes go to b
Are you, your husband, wife, civil partner, parents or a law or child's civil partner, a European Economic Area national who is working, has worked or is looking for w If "Yes", please give details below.	(EEA) national or Swiss
If you are currently working, are you going to continue  If "Yes", please give details.	working during your studies?  Yes No
Do you have "settled status" in the UK? en  If "Yes", give the date you received this status.	Yes No If No go to
	DAY MONTH YEAR go to a step-parent



## residence

Give details of your resider of your course.	nce for t	he three	years b	pefore the star	t of the first academic year
Full address					Why were you there?
	From	DAY	MONTH	YEAR	
	То	DAY	MONTH	YEAR	
	From	DAY	MONTH	YEAR	
	То	DAY	MONTH	YEAR	
	e to prov	-			the details requested above
on a separate piece of pap					
At any time since 1 Septen husband, wife or civil partn in the case of an EU, EEA	nber 200 er lived or Swis	05 has e or worke	ither of ed outsi	your parents, de the UK and	Islands or
At any time since 1 Septen husband, wife or civil partn	nber 200 er lived or Swis	05 has e or worke	ither of ed outsi	your parents, de the UK and	Islands or
At any time since 1 Septements husband, wife or civil partner in the case of an EU, EEA If "Yes" please give details	nber 200 er lived or Swis	05 has e or worke	ither of ed outsi	your parents, de the UK and	I Islands or Switzerland? Yes No
At any time since 1 Septements husband, wife or civil partner in the case of an EU, EEA If "Yes" please give details	mber 200 er lived or Swis: below.	05 has e or worke s nationa	ither of ed outsid	your parents, de the UK and le the EEA or	I Islands or Switzerland? Yes No
At any time since 1 Septements husband, wife or civil partner in the case of an EU, EEA If "Yes" please give details	mber 200 er lived or Swiss below. From	D5 has e or worke s nationa	ither of ed outsid	your parents, de the UK and le the EEA or	I Islands or Switzerland? Yes No
At any time since 1 Septements husband, wife or civil partner in the case of an EU, EEA If "Yes" please give details	mber 200 per lived or Swiss below. From	DAY	MONTH	your parents, de the UK and le the EEA or  YEAR  YEAR	I Islands or Switzerland? Yes No
At any time since 1 Septements husband, wife or civil partner in the case of an EU, EEA If "Yes" please give details	mber 200 er lived or Swiss below. From To	DAY DAY DAY	MONTH	your parents, de the UK and le the EEA or  YEAR  YEAR  YEAR	I Islands or Switzerland? Yes No



# about your course

	Postcode	
f the course is a franchised course college providing the course, give the		
		•
	Postcode	
Sive the name of the course you w	vill be undertaking in 2009/00. C	Sive the equipment
Give the name of the course you w		
for example. Information SVIIIms)	i. It voli are following a compline	ed studies or modular
for example, Information Sy <u>II</u> :ms)	). If you are following a combine	ed studies or modular
for example, Information Sy <u>II</u> :ms)	). If you are following a combine	ed studies or modular
for example, Information Sy <u>II</u> :ms)	). If you are following a combine	ed studies or modular
for example, Information Sy <u>∏</u> ⊧ms)	). If you are following a combine	ed studies or modular
for example, Information Synems)	). If you are following a combine	ed studies or modular
		ed studies or modular
course, list all the subjects.  Which qualification will you gain at	the end of your	MONTH YEAR
course, list all the subjects.  Which qualification will you gain at course (for example, BSc Physics)?	the end of your	
course, list all the subjects.  Which qualification will you gain at course (for example, BSc Physics)?  Date on which you started the first	the end of your ? year of your course.	MONTH YEAR
course, list all the subjects.  Which qualification will you gain at course (for example, BSc Physics)?  Date on which you started the first you will you finish the last year of	the end of your ? year of your course. f your cou	MONTH YEAR
course, list all the subjects.  Which qualification will you gain at course (for example, BSc Physics)?  Date on which you started the first	the end of your ? year of your course. f your county? last for?	MONTH YEAR  MONTH YEAR



Account details  Give the details of the bank or building society account into which you want to receive your payment. This account must be in your own name. Please note that missing or incorrect bank or building society account details will result in your grant payment or bursary payments (if applicable) being delayed.				
Sort code				
Account number  Building society roll number				

# n your university or college

#### Student information

- If you are a new student or a student who started their course before academic year 2008/09 and this is your first application for student finance, your university or college should complete this section to certify that you have been undertaking your course for a minimum of two weeks.
- If you are a continuing student your university or college must complete this section to certify that you have enrolled for academic year 2008/09.
- If your university or college does not complete this section this will delay your application for student finance.

Go to Section 7

University or college staff should check the completing, signing and stamping this sect		s answers	to Section 4 before			
Course fee to be charged to the student for the 2008/09 academic year.	е	£				
SLC or UCAS code for the university or college.						
I confirm to the best of my knowledge and belief that:						
• the student named in Section 1 is undertakin	g the cour	se named i	in Section 4.			
the student intends to complete the following number of credits, credit points, modules or a	Number of PT units	of Unit of measure (delete as applicable)				
other unit of measure by studying on a <b>part-t</b> (PT) basis in academic year 2008/09.		credits/credit points/modules/other				
the following number of credits, credit points, modules or any other unit of measure would	Number of	Of Unit of measure (delete as applicable)				
comprise the equivalent <b>full-time (FT) cours</b> within one academic year.		credits/credit points/modules/other				



# your university or college

# about your husband, wife or partner

	Please give details of your husband, wife, civil partner or partner.
a	Relationship to you: Husband Wife Civil partner Partner
	Title Mr Mrs Miss Ms Forename(s)
	Surname
	Date of Birth DAY MONTH YEAR
	Place of Birth (the name of the town or village)
b	Home address
	Postcode
	Home telephone number (including area code)
С	Please ask your husband, wife, civil partner or partner to provide their ART ID, if they have one



## financial details

a	If you or your husband, wife, civil partner or partner are receiving one or more of the following state benefits, please tick the appropriate box.					
	Housing Benefit					
	Council Tax Benefit					
	Income Support					
	Income-based Jobseeker's Allowa	ance				
	New Deal Allowance					
	Income based Employment Supp	ort Allowance				
		The state of the s	re ticked any of the boxes above  Declarations on page 14			
	If you and your husband, wife, please provide full financial de		IOT receiving any benefits,			
When providing your financial details in this section you must <b>answer every questior</b> the amount of income received. If you have no income for a particular source, for ex income from pensions, then you must enter <b>"none"</b> or <b>"N/A"</b> as the income received do not enter an amount or write none or N/A in each box, we may return this form to will appear incomplete. This may delay the student's application for student finance.						
	Where you enter an amount other amount.	r than <b>"none"</b> or <b>"N/A"</b> , you m	ust provide evidence of that			
	Type of income	Amount received before tax	(Gross income)			
<b>b1</b>	Give details of the gross income from salary or wages (before deductions) received from 6 April 2007 to 5 April 2008.	£ You	£ Husband, wife or partner			
2	Income from self-employment (estimate if you are not sure)	£ You	£ Husband, wife or partner			
3	Bank and building society gross interest (before tax)	£ You	£ Husband, wife or partner			
<b>)</b> 4	Other investment income before income	come tax				
	Туре	£ You	£ Husband, wife or partner			
	Туре	£ You	£ Husband, wife or partner			



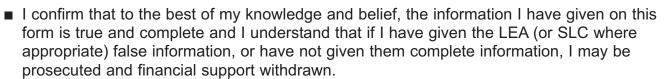
## financial details

	Type of income		Amount received before tax (Gross income)			
<b>o</b> 5	Income from any property, lettings or rent		£ You		£ Hus	sband, wife or partner
	How much of this is a room scheme?	through the rent	£ You		£ Hus	sband, wife or partner
<b>o</b> 6	Any other type of Inc	come n				
	Туре		£ You		£ Hus	sband, wife or partner
	Туре		£ You		£ Hus	sband, wife or partner
	Туре		£ You		£ Hus	sband, wife or partner
		Total	£ You		£ Hus	sband, wife or partner
C	Give details of any academic year 200	children who w 8/09. n	ill be totally or ma	inly financial	ly depe	Income from all sources after income
	Child's full name	Date of Birth	Relationship to you	Whom will live with?	they	tax and social security contributions

Declarations					
This application for financial support may be delayed unless you, and the appropriate person named in Section 7, sign and date the relevant parts.					
Before signing and returning your completed form, you should read the Data Protection Statement on the PTG1 notes that accompany this PTG1 application form.					
Student's Declaration					
■ 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 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:					
Your signature:  Date  Day Month YEAR  Date					
Your decision about Bursary and Scholarship data sharing consent will not affect your entitlement to any other financial support available.					
If you started your course in academic year 2006/07 or after you may be eligible for a bursary or scholarship. In order for your university or college to determine and pay any bursary or scholarship to which you may be entitled, we will share some of your personal, financial and course details as well as information about your eligibility for student finance with them.					
If you <b>do not</b> wish your details to be shared for this purpose, please tick this box					

If you **do not** wish your details to be shared for this purpose, please tick this box.

Declaration for the p	person named	in	Section	7	n	
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I agree to supply any further information in relation to the applicant's application for financia
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.

Your full name: (in BLOCK CAPITALS)		DAY MONTH YEAR
Your signature:	×	Date Date
	ut Bursary and Scholarship data shar ent to any other financial support avai	
	licant's university or college to determine n they may be entitled, we will share son	
If you <b>do not</b> wish y	your details to be shared for this purpose	e, please tick this box.
Pou must no	ow pass this form back to the student	

	Voluntary questions				
Do not complete the voluntary questions if you applied for student finance for this p programme of study in any academic year up to and including 2007/08.					
	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 support. If you answer both questions a and b, the information will be used to help the Department for Innovation, Universities and Skills develop their policies in future. Your local authority will also use your answers 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.				
	Your parents' education (this includes your natural parents, your adoptive parents, your step-parents, partners of your parents, and your guardians).				
a	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 Mixed: 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  Pefere returning this form places make ours you have done the following:				
	Before returning this form please make sure you have done the following:  Fully answered all the questions that apply to you.				
	■ Fully answered all the questions that apply to you.  ■ Enclosed all the documents we have asked for as evidence where you				
	have seen this icon next to a question.				
	■ Signed and dated the relevant declaration(s).				
	Asked your university or college to stamp and sign the declaration in section 6 and return it to you. We will not be able to deal with your application unless this section has been completed.				
	You can apply for a part-time grant at any time in the academic year provided you are within the time limit. The time limit for applying is usually six months from the start of the academic year.				
	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.				
	Please remember to pay the correct postage.				
	You must return your completed form to the address shown below, on the covering letter sent with this form or on the LA Finder list available online at				

S/PTG1F/V8

www.studentfinancedirect.co.uk/lafinder.

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