

Application for Student Finance 2008/09

Form **PR1** Continuing Students

You can also apply online at
www.studentfinancedirect.co.uk

Your forename(s):

Your surname:

You should complete this form if you are continuing study on 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 PR1 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



If you are applying for student finance which **does not** require any financial information to be provided, you must return your form to us by **25 April 2008** in order to ensure you receive your first payment at the start of term.

If you are applying for student finance which **does** require financial information to be provided, you must return your form to us by **23 May 2008** in order to ensure you receive your first payment at the start of term.

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 for 2008/09.

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 PR1 notes each time you see this icon. 
- Whenever you see this icon you may have to provide evidence to support your application. Further information about the evidence required can be found in the PR1 notes and will also be marked with this 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**.
- If you have any questions or problems, please call our Customer Support Office on 0845 607 7577.




Please remember to pay the correct postage.



finance available

The following table shows the sections that need to be completed in order for you to apply for the various types of student finance that are available.

Additional information about each type of student finance can be found in PR1 notes. 

Type of finance	Description	Sections to be completed
Disabled Students' Allowances (DSA)	<p>If you received DSA for a previous academic year, tick this box. <input type="checkbox"/></p> <p>If you have not received DSA for a previous academic year, do you wish to apply for it now?  Yes <input type="checkbox"/> No <input type="checkbox"/></p>	Sections 2 and 3
Tuition Fee Loan	Loan to help with the cost of the tuition fees that your university or college is charging you.	Sections 2 and 3 Loan Request Form
Maintenance Loan	Loan to help cover your living costs such as accommodation, food, clothes and travel.	Sections 2 - 4 Loan Request Form You may receive more Maintenance Loan by also completing Sections 5, 6 and 8 - 10.
Parents' Learning Allowance	Grant to help with course-related costs where you have dependent children.	Sections 2 - 10
Adult Dependant's Grant	Grant to help you support an adult dependant, if you have an adult who depends on you financially.	Sections 2 - 10
Childcare Grant	Grant to help with some of your childcare costs if 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.	Sections 2 - 10
Travel Grant	Grant for students who study abroad or have to travel to and from clinical training locations in the UK for medical and dental courses.	Sections 2 - 6 and 8 - 10

If you started your course in **academic year 2006/07 or after** (not including gap year students who started in 2006/07) you may be eligible to receive Bursaries and Scholarships and **either** a Special Support Grant or a Maintenance Grant.

Type of finance	Description	Sections to be completed
Bursaries and Scholarships	Financial awards made by some universities and colleges to provide additional assistance to their students.	Sections 2 - 6 and 8 - 10
Special Support Grant	<p>Grant to help with additional course-related costs such as books, equipment or travel.</p> <p>Please read the accompanying notes for a description of the categories of people who may qualify for the Special Support Grant. </p> <p>Do you think you fall into any of these categories?  Yes <input type="checkbox"/> No <input type="checkbox"/></p>	Sections 2 - 6 and 8 - 10
Maintenance Grant	Grant to help cover your living costs throughout the academic year.	Sections 2 - 6 and 8 - 10

If you started your course in **academic year 2005/06 or before** (this would include gap year students who started in 2006/07) you may be eligible to receive the following two grants.

Grant for Tuition Fees	Grant to help pay towards the cost of your tuition fees.	Sections 2 - 6 and 8 - 10
Higher Education (HE) Grant	Grant to help with the general costs of higher education such as books, equipment and travel.	Sections 2 - 6 and 8 - 10



You must remember to sign the Student's Declaration on page 17 otherwise your application for student finance may be delayed.

Please also ensure that **anyone named in Section 10 signs the declaration(s) on page 22.**

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

Sex Male ☐ Female ☐ Date of Birth DAY ☐ ☐ MONTH ☐ ☐ YEAR ☐ ☐ ☐ ☐

b 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 DAY ☐ ☐ MONTH ☐ ☐ YEAR ☐ ☐ ☐ ☐

Home phone number (including area code)

Mobile phone number

Contact phone number (if different from home or mobile number)

Email address

c Are you: single ☐ living with partner ☐ ☐ married or in a civil partnership ☐

separated ☐ ☐ divorced or were you in a civil partnership which has now been dissolved ☐ ☐ widowed or a surviving civil partner ☐

If you are married or in a civil partnership, please give the date of your marriage or civil partnership

DAY ☐ ☐ MONTH ☐ ☐ YEAR ☐ ☐ ☐ ☐

about your course, and your college or university

a1 Give the full tuition fee amount that your university or college is charging for the course you will be undertaking in academic year 2008/09. £

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

If any of your course or university and college details has changed in any way since you applied for student finance for the previous academic year, you must complete all of the questions below with the new details.

a2 Will you be studying at exactly the same university or college and on exactly the same course that you were in the academic year 2007/08? Yes ☐ No ☐ if Yes go to c

a3 Give the name and address of the university or college you will attend in the 2008/09 academic year. 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

a4 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

a5 Give the name of the course you will be, or expect to be, studying in 2008/09. Give the course subject (for example, Information Systems). If you are following a combined studies or modular course, list all the subjects.

a6 Which qualification will you gain at the end of your course (for example, BSc Physics)?

a7 Universities and Colleges Admission Service (UCAS) details

Application number. – –

University or college code (see UCAS Directory or www.ucas.com).

Course code.

Campus code (if applicable).

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 will you be undertaking in the academic year 2008/09?

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)?

Full time ☐ Full-time foundation degree ☐ Full-time 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 2008/09.

Full-time study (weeks) Full-time teaching practice (weeks)

e If you are studying on a full-time distance learning course, do you have a disability which prevents you from attending your university or college in person? ☐ ☐ Yes ☐ No ☐

f Where will you be living during each term in the academic year 2008/09?

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 ☐

section 3 continued

about your course, and your college or university

g Where will you spend most of your time studying during each term in the academic year 2008/09? 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 <input type="checkbox"/>	Study abroad <input type="checkbox"/>	Placement in the UK or abroad <input type="checkbox"/>
Term 2	University or college <input type="checkbox"/>	Study abroad <input type="checkbox"/>	Placement in the UK or abroad <input type="checkbox"/>
Term 3	University or college <input type="checkbox"/>	Study abroad <input type="checkbox"/>	Placement in the UK or abroad <input type="checkbox"/>

if you have ticked "University or college" and/or "Study abroad" for all 3 terms **go to j**

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, or with 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; or ☐
- an unpaid placement that is not listed above. n ☐

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? e Yes ☐ No ☐

about your course, and your college or university

I

Have you applied, or will you be applying, for any bursary or award for the academic year 2008/09 from the National Health Service (NHS) or the Department of Health (DoH), excluding the social work bursary?

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 or building society account 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 or building society account details will result in your MAINTENANCE LOAN payments, BURSARY payments (if applicable) or any GRANT payments being delayed. 

Sort code – –

Account number


Building society roll number

If you wish to apply for a Maintenance Loan, Tuition Fee Loan or both, please complete the Loan Request Form on pages 11 and 12.


If you do not want a Maintenance Loan or a Tuition Fee Loan, please 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 the Student's Declaration on page 17.

dependent and independent students

This section helps to decide if 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 6**
- 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 6**
- a3** Will you have the care of a person under the age of 18 on the first day of academic year 2008/09?  If “Yes”, you may be considered independent. Yes ☐ No ☐ **if Yes go to Section 6**

If you have previously been considered independent because you have supported yourself financially for a total of 3 years or more prior to the start of the first academic year of your course, you will continue to be considered independent. **if this applies to you go to Section 6**

- b** Please tick the relevant box if any of the following apply to you.

If you are under 25 and none of these criteria apply to you, we will consider you a dependent student.

If you tick any of the boxes below, you may be contacted for evidence at a later date, and subject to this, you will 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.  ☐
- Both your parents have 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 6

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 it 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. The contacts you give **must live at different addresses** and one of them must be a relative, partner, guardian or next of kin.

These people will only be contacted if, for example, you move address and do not inform us.

You **must** inform your contacts that you are providing us with their contact details.

Forename(s):	Forename(s):
Surname:	Surname:
Relationship to you:	Relationship to you:
Address:	Address:
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 PR1 (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 PR1 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 Teaching 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

X


Date

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

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 2008/09.

£

What is the source of this income?

b Is your employer releasing you to attend your course for the academic year 2008/09?

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 2008/09, 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 2008/09.

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 

Parents' Learning Allowance, Adult Dependant's Grant and Childcare Grant

Only complete this section if you are applying for Parents' Learning Allowance, Adult Dependant's Grant or 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 No go to d**

c Total (estimated) income after income tax and National Insurance contributions have been deducted for the academic year 2008/09.


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 2008/09?

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 2008/09.

	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 type="checkbox"/>	Your wife <input type="checkbox"/>	Your partner (if you are 25 or over) <input type="checkbox"/>
		Other adult dependant <input type="checkbox"/>

e Give details of financial commitments you had before the start of the course which you, 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

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

If you are a single independent student go to the Student's Declaration on page 17.

All other independent students go to d.

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

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

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 Have your parents divorced, separated or been in a civil partnership which has been dissolved, since 1 September 2007? ^e Yes ☐ No ☐

d 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:

Forename(s):

Surname:

Date of birth:

Place of birth: The name of the town or village, exactly as it appears on their birth certificate or passport

Address:

Postcode:

Home tel. number:

Email address:

Person 2

Relationship to you:

Title:

Forename(s):

Surname:

Date of birth:

Place of birth: The name of the town or village, exactly as it appears on their birth certificate or passport

Address:


Postcode:

Home tel. number:

Email address:

Student's Declaration

Your application for financial support may be delayed unless you sign and date this declaration.

Before signing and returning your completed form, you should read the Data Protection Statement on the PR1 notes that accompanies this form. 

- 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	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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




The relevant person(s) you named in Section 8 must complete Sections 9 and 10, as well as the declaration(s) on page 22.

Please pass this form to them now.

If you are a single independent student, please now turn to page 24 to complete your application.

9

financial details for the tax year 2007-08 for person(s) named in Section 8

This section should be completed by the person(s) named in Section 8. 

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 PFF2 so that you can provide your financial information privately. Tick ☐

a

If you are the students' parent(s), step-parent(s) or parents' partner, you must answer this question.

Give your total gross taxable income (before deductions) from all sources received from 6 April 2007 to 5 April 2008.

Person 1 £

Person 2 £

Total gross taxable income

£


If you are the students' partner, you must answer this question.

Give your total gross taxable income (before deductions) from all sources received from 6 April 2007 to 5 April 2008.

Total gross taxable income

£

b

Was the total gross taxable income £15,000 or less for each of the financial years 2006-07 and 2007-08?  Yes ☐ No ☐ if Yes go to Section 10

if No continue

If you are providing your financial details in the rest of this section you must **answer every question** entering the amount of income received. **It is essential that you provide accurate income details.** If you do not, you may prevent the student from receiving their full entitlement to student finance.

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 either 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 financial support.

c1

Person 1

Person 2

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

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financial details for the tax year 2007-08 for person(s) named in Section 8

You do not need to submit with this form any evidence in support of the financial information you provide in this section. However, it is important that you keep all evidence relating to the financial year 2007-08, as a number of applications will be checked at a later date and you may be asked to provide us with this evidence.

c2	Give details of the gross taxable income from salary or wages (before deductions) received from 6 April 2007 to 5 April 2008 	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>
	You can find these details on your P60		
c3	Taxable benefits in kind 	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>
c4	Income from self-employment (estimate if you are not sure) 	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>
c5	Income as a company director 	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>
c6	Income from the state retirement pension	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>
c7	Income from any other pensions	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>
c8	Income from property, lettings or rents	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>
c9	How much of this is through the rent a room scheme?	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>
c10	Bank and building society gross interest (before tax)	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>
c11	Other investment income before income tax		
	<input type="text" value="Type"/>	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>
	<input type="text" value="Type"/>	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>
c12	Any other type of income		
	<input type="text" value="Type"/>	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>
	<input type="text" value="Type"/>	<input type="text" value="£ Person 1"/>	<input type="text" value="£ Person 2"/>

section
9
continued

financial details for the tax year 2007-08 for persons named in Section 8


c13 Income from benefits

£ Person 1

£ Person 2

Only include money you receive for the following benefits:

- Jobseeker's Allowance
- Bereavement Benefit
- Industrial Death Benefit
- Carer's Allowance
- Statutory Maternity Pay
- Statutory Paternity Pay
- Statutory Adoption Pay
- Statutory Sick Pay
- Widowed Parent's Allowance
- Incapacity Benefit. Only include amount received after 28 weeks of incapacity.
- Contribution based Employment Support Allowance.

d1 Amount of any private pension contributions you have paid 


£ Person 1

£ Person 2

d2 Amount of any Additional Voluntary Contributions (AVCs) you have paid

£ Person 1

£ Person 2


d3 Amount of any professional or employment-related expenditure on which you claim tax relief 

£ Person 1

£ Person 2

dependants of person(s) named in Section 8 section 10

This section should be completed by the person(s) named in Section 8.

Identify any person who will be totally or mainly financially dependent on you in the academic year 2008/09. Do not include any children already listed in Section 6. 

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	Income for the year
	DAY MONTH YEAR	

b Child dependants in further or higher education

(If either of the persons named in Section 6 or 8 is receiving, or has applied for student finance, include them here also).

Full name	Date of Birth	School, college or university	Course	Are they receiving financial support in academic year 2008/09? If so, from which authority or organisation?
	DAY MONTH YEAR			

Declaration for any person(s) named in Section 8

This application for financial support may be delayed unless you sign and date this declaration.

Before signing, you should read the Data Protection Statement on the PR1 notes that accompanies this form. 

- 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
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Person 2


Your full name (in BLOCK CAPITALS):

Your signature:

Date:


DAY	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"/>

Your decision about Bursary and Scholarship data sharing consent will not affect the student's entitlement to any other financial support available.

If the applicant started their course in academic year 2006/07 or after they may be eligible for a bursary or scholarship. In order for the applicant's university or college to determine and pay any bursary or scholarship to which they may be entitled, we will share some of your personal and financial details with them. 

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

Your decision about Bursary and Scholarship data sharing consent will not affect the student's entitlement to any other financial support available.

If the applicant started their course in academic year 2006/07 or after they may be eligible for a bursary or scholarship. In order for the applicant's university or college to determine and pay any bursary or scholarship to which they may be entitled, we will share some of your personal and financial details with them. 

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



You must now pass this form back to the student.

Additional Notes


If you are providing extra information below please clearly mark what section and question number the information is relating to.

Additional Notes

If you are providing extra information below please clearly mark what section and question number the information is relating to.

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.



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 www.studentfinancedirect.co.uk/lafinder.