

Late Funding Loan 19/20 (UK home students only)

Please complete all sections of the form to enable us to process your application quickly.

Title: Mr / Mrs / Miss / Ms / Other Registration number:

First Name/s:

Family Name:

Tel number: Date of Birth:

Term-time address:

@essex Email:

(any correspondence will be sent to this address so please ensure that you check it regularly)

Course title:

Mode of study: Undergraduate / Postgraduate

Postgraduate students ONLY: Do you already hold a Masters qualification? Yes / No

Campus: Colchester / Loughton / Southend

Please provide bank details of the account you would like payment to be made into.
Ensure that your writing and figures are clear to ensure that the money goes to the correct place.

Sort Code:

Account Number:

Account-holder Name:

Bank:

Give details of any dependent children/adults* that live with you:

Full name(s)	Date of birth
<input type="text"/>	<input type="text"/>

* for financially dependent adults, please also give details of why the adult is unable to provide for themselves.

If you make mortgage payments what is your monthly payment:

If you make childcare payments, to a registered and approved provider childcare, what is your monthly payment:

Have you changed course or place of study since you first applied for your student funding? Yes / No *If yes please provide Customer Reference Number:.....

The Student Services Hub take confidentiality very seriously – your application form will only be seen by members of staff involved in processing your application.

Information is kept in accordance with the General Data Protection Regulation (GDPR) as it applies in the UK, tailored by the Data Protection Act 2018. Personal data will be used solely for statistical purposes and electronic record keeping and may be made available to authorised University staff to allow statistical information to be analysed.

This data will not be passed to any other third party without your consent, except when the University is required to do so by law. Any formal enquiries concerning the use of data noted here should be addressed to the Head of Student Services.

Reason for application

Why are you applying for a Late Funding Loan? *(Please tick the appropriate box.)*

- Please confirm you have not received any payments of your Student Loan/PG Loan/ NHS Bursary instalment.
- Assessment still in progress
- Change of course or institution (transfer)
- Other, please state

Funding provider (i.e. NHS, SFE, PG Loan.)

Please advise the current status of your application

Do you need further assistance in liaising with your funding provider? *(Please note we are unable to speed up processing times. Please include your Customer reference number)*

You MUST provide evidence that you have applied for your Student Loan/PG Bursary/NHS Bursary when applying for the late loan. Evidence should be in the form of a print out from your online account showing that your application is being processed, or an official letter confirming receipt of your application. If you cannot provide this evidence you will be referred to the Funding Team to advise further.

Declarations

I certify, to the best of my knowledge, that I fulfil the following criteria: (please tick the relevant statement in each of the following sections)

Section A

I am a UK national/British citizen; **or** I am settled* within the United Kingdom (UK) (i.e. I have the Right of Abode in the UK or have been awarded Indefinite Leave to Remain [please provide the reference number from your UKBA award notice and submit a photocopy of that award notice]; **or** I am an EU national;

and I have been ordinarily resident in the UK and Islands for the 3 years immediately before the first day of the first academic year of my course. None of this time was wholly or mainly for the purpose of receiving full-time education, or if it was, I was resident in the EEA immediately prior to this three-year period.

I have been recognised by the UK Government as a Refugee [please provide the reference number from your UKBA award notice giving the expiry date of your status and submit a photocopy of that award notice]; **or** I have been granted Humanitarian Protection (HP) by the Home Office [please provide the reference number from your UKBA award notice giving the expiry date of your status and submit a photocopy of that award notice];

I am an EEA or Swiss Migrant Worker or the family member of an EEA or Swiss Migrant Worker and I/my family member intend/s to continue working while I am studying **or** I am the child of a Swiss national, or a Turkish worker;

and I have been ordinarily resident in the EEA, Switzerland and Turkey for the 3 years immediately before the first day of the first academic year of my course.

Section B

I was ordinarily resident** in England, Scotland, Wales or Northern Ireland on the first day of the first academic year of the course, and

Section C

I confirm that I am registered and in attendance on the course described in this form, that the information that I have given on this form is correct and complete to the best of my knowledge, plus I am supporting the dependent children/adults named above (if applicable)

Section D

I believe that I am eligible to receive the Government student funding that I have applied for.

PG Loan ONLY:

I confirm that I have been most recently 'permanently resident' in England and have not moved there from elsewhere in the UK and Islands solely for the purpose of attending the course.

*'settled' – on the first day of the first academic year of your course.

**'Ordinarily resident' is interpreted to mean habitual and normal residence from choice and for a settled purpose throughout the prescribed period, apart from temporary or occasional absences. Such residence must also be lawful – that is, not in breach of any leave to remain in the UK. (Persons awarded refugee status or humanitarian protection must have been ordinarily resident in the UK from the date this status was granted.)

To be completed and signed in the presence of a member of Staff

I acknowledge the offer* of £..... from the University of Essex. I hereby promise to repay this amount in full (i) within 10 days of receiving my first instalment of student funding, or (ii) by the last Friday of the Autumn Term, or (iii) when I leave the course, *whichever is the earliest*. I understand that if I fail to repay this loan that it will become a debt to the University and I will be invoiced.

*This offer is subject to confirmation by the FundingTeam

Name:

Signature: Date:

Staff signatory:

Evidence submitted:

Repayments should be made at your Student Services Hub

Checklist for Student Information Team/Adviser

- Application form fully completed.
- Evidence received/copied to show student has applied for funding
- Checked eligibility on ESIS (Registered, UK home)
- Application passed to Funding Team