

John Martin's Charity (Reg'd Charity No 527473) 16 Queens Road Evesham WR11 4 JN Telephone – 01386 765440 email – Student@johnmartins.org.uk	Student Grant Application 2022/23	
	<i>For Office use</i>	Category
	Application Number	
	Date received	/ / 2022

Please complete all sections in legible block capitals - enter n/a, delete, circle or tick items as appropriate.

Personal details:

Title: Mr / Mrs / Miss / Ms / Other

Surname: _____

First Name(s): _____

Home Address: _____

Post Code: _____

Date of Birth: _____ Age as at 1 September 2022 _____

Telephone: _____ Mobile: _____

Email Address: _____

How long have you lived in Evesham? _____

During term time, will you be living at: Home or Away

University/College Details:

University/College Name: _____

Course Details:

Course Title _____

Level (HND, Degree, Masters etc) _____

Year of study _____

Duration of the complete Course: Start date: (month & year)

Finish date: (month & year)

Is the Course Full-time or Part-time? Full-time or Part-time

If Part-time, state number of taught hours per week: _____

Grants are paid directly to your Bank account, please provide your account details. Sort code

Account Number

Account Name _____

Course Costs & funding received

Please detail the following:

How much is your annual Tuition Fee: £ _____

Do you receive funding other than a student loan such as:
Scholarship / Bursary / other (specify source) £ _____Are you on a placement this year? Yes No

If yes, what salary/expenses are paid? £ _____

Over what period? _____

Open University Courses only - Personal Identifier: _____

Course Code: _____

Supporting Documents –**You must provide the following documents:**

- 1) Two documents to evidence your residency in Evesham. They must be dated between 1 May 2022 and 31 October 2022.
- 2) If you are applying for a degree level grant, your student finance application approval letter from the Student Loan Company for the current academic year.
(Please contact us if you do not have this letter or if you have not applied for a student loan)
- 3) A bank statement confirming your name, address and the sort code and account number previously detailed.
(You may redact transaction and balance details if you so wish)

If the Student loan letter and bank statement are dated within the specified time period, they can be used to evidence your residency in Evesham. Otherwise, please provide additional documents, as detailed in the application notes

The Application periods close on the following dates, late applications will not be considered:

Category A: 31 October 2022

Category C: 30 June 2023

Category D: 31 March 2023

Are you a UK Resident for tax purposes? Please tick as appropriate.

If no, please provide tax reference and country

YES

NO

By completing this Form, I acknowledge that John Martin's Charity may store and use this information in accordance with the Charity's Privacy Notice in order to consider providing me with grant assistance.
(The Privacy Notice is available from the Charity's office or website.)

Other than where detailed in the Privacy Notice, if this information needs to be shared with third parties, John Martin's Charity will request my consent.

Optional consent authority – (only complete if, for example, you wish the Charity to respond to information requests from your parents)
I consent to John Martin's Charity discussing the progress of my application with:

(Name) (Address).....

False declarations are considered fraudulent, the application will be rejected and further applications will not be considered.

I declare that the information given by me on this Form is correct and request assistance from the Charity.

Signed: Date:.....

All grants are awarded at Trustees' discretion**Office use**

Grant %:

Residency confirmed:

2022

Processed by:

Previous apps A&D

Date:

The grant level will be set in November 2022 once the main application period has closed.

*All grants are awarded at Trustees' discretion and are processed in line with the Charity's agreed Policy.
Grant payments are always subject to sufficient funds being available to the Charity.*

The onus is on the student to provide all necessary documentation when submitting an application and ensuring that the required forms are received by the Charity before the specified closing dates.

Grant Category –

Please see the advert or our website for full details of the courses covered under each category. You may only apply for one grant each academic year.

Applicant Criteria applicable to all Grant Categories -

Residency - You must be a resident or (if living away from home during term time) maintain a residential address in the town of Evesham.

Proof of Residency must be provided showing your name and your Evesham address. Acceptable evidence includes: letters from the student loan company, your university/college, Bank & Building Society letters or statements, credit card statements, or other official documentation that is dated within the timescales shown on page 2 of the application form.

Copy documents are acceptable.

Please contact the Charity before the closing date if you have any queries about acceptable documentation.

Specific Criteria	Category A Degree, HND, etc. Either full or part time	Category C Part time vocational courses	Category D Open University or Degree level distance learning
Age as at 1 September 2022	18 to state retirement age inclusive	16 to state retirement age inclusive	18 to state retirement age inclusive
Home & Away status.	For 2022/23 your Home or Away status will not affect the level of your grant. However, please indicate your residential status for statistical purposes.		
Application closing dates	31 OCTOBER 2022	30 JUNE 2023	31 MARCH 2023
Confirmation of Attendance Forms will be emailed or posted to applicants. These need to be signed and officially stamped by your University or College	Forms will be sent out in January 2023	Forms will be sent out within 6 weeks of your course commencing.	Forms will be sent out within 6 weeks of your course commencing.
Closing dates for the receipt of completed Attendance Forms by the Charity.	20 March 2023	Eight weeks after Form issued.	Eight weeks after Form issued.
Expected grant payment dates. Grants will not be released until duly completed Attendance Forms have been received by the Charity.	Paid in one amount during January/March 2023	Paid in one amount approximately 4 weeks after confirmation of attendance has been received.	Paid in one amount approximately 4 weeks after confirmation of attendance has been received.
Number of grants.	One per academic year for a maximum of four years (including Cat D grants)	One per academic year. No maximum.	One per academic year for a maximum of four years (including Cat A grants)

General Information -

Courses undertaken outside of the United Kingdom must be for a comparable UK University Degree Qualification.

All correspondence will be sent to the student's home address or emailed. Please provide written notification if any of the information on your application form changes. If we do not receive notification of changes, this may affect your application in either this or future years. Grants are for one academic year only. A new application is required for each year of study.

A numbered receipt will be issued as confirmation that the completed application form has been received and this should be retained in case of any queries.

If you have any questions concerning the above, please contact the Charity's Office before the application closing date – either in person: Mon – Fri, 10 am – 1 pm, by telephone: Mon – Thu, 9 am – 5 pm or Fri, 9 am – 1 pm, or by email.

Please complete all sections in legible block capital.

Supporting documents must be provided (payslips, bank statements etc)

Personal details:

	Applicant details:	Partner details:
Title:	_____	_____
Surname:	_____	_____
First Name(s):	_____	_____
Home Address:	_____	_____
Post Code:	_____	_____

Income details - Specify frequency (weekly / monthly / annual)

(Income received from – PIP, DLA, child benefit, child tax credit and child maintenance is excluded.

All other income must be specified)

Applicant

Wages (net)	£ _____
UC/Income Support	£ _____
ESA/JSA/Sickness benefit	£ _____
Invalid Care Allowance	£ _____
Maternity Benefit	£ _____
Working Tax Credit	£ _____
Other:	£ _____
Total Income:	£ _____

Partner

Wages (net)	£ _____
UC/Income Support	£ _____
ESA/JSA/Sickness benefit	£ _____
Invalid Care Allowance	£ _____
Maternity Benefit	£ _____
Working Tax Credit	£ _____
Other:	£ _____
Total Income:	£ _____

Capital

Bank	£ _____
Building Society	£ _____
Shares/ISAs	£ _____
National Savings	£ _____
Other:	£ _____
Total Savings:	£ _____

Capital

Bank	£ _____
Building Society	£ _____
Shares/ISAs	£ _____
National Savings	£ _____
Other:	£ _____
Total Savings:	£ _____

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False declarations are considered fraudulent and the application will be rejected.

I/We declare that the information given by me/us on this Form is correct and request a grant from the Charity.

Signed :	Signed:
(applicant)	(partner)
Dated:	

For office use		
Annual income £	Grant percentage on income	%