**CARLISLE EDUCATIONAL CHARITY**

**GRANT APPLICATION FORM**

(Registration No. 509357)

**SECTION A – PERSONAL DETAILS**

|  |  |
| --- | --- |
| Full Name: |  |
| **Male or Female M / F** |
| Date of Birth: |  | Age: | **MUST** be under 25 on 1 October 2019 |
|  |
| Home Address: |  |
| If you moved to Carlisle for study purposes only please tick here:  |
| Term Time Address(if different from above): |  |
|  |
| Telephone No: |  | Email: |  |

***Please note all correspondence will be via email***

If the Carlisle Educational Charity awards you a grant, the money will be paid by cheque. Please indicate which address you wish the cheque to be sent to:

Home / Term Time.

Parental Details(Including step parents or guardians if relevant):

NB: You are only required to complete this section if you live at home or are financially dependent on parents/step parents/guardians.

|  |  |  |
| --- | --- | --- |
| Names: |  |  |
|  |
| Address(es) |  |  |
|  |
| Length of residence in Carlisle: |  |

**SECTION B - EDUCATION**

Details of Secondary/Further Education:

|  |  |  |
| --- | --- | --- |
| Dates | School/College/University attended | Qualifications gained |
|  |  |  |

Details of College/University Course you propose to attend/are attending:

|  |  |
| --- | --- |
| Name of College/University: |  |
|  |
| Course title and year:Eg 1st, 2nd, 3rd(**MUST be full time)** |  |

Please attach a copy of your confirmation letter/email

**SECTION C – INCOME**

Current Gross (before tax) Annual Parental (or Guardian) income:

|  |  |
| --- | --- |
|  | Annual Income |
| Occupation of father (or step father): |  | £ |
| Occupation of mother (or step mother): |  | £ |

(NOTE: if parent(s) is/are unemployed, please provide annual amount of benefits received)

If parents are separated or divorced, please indicate which one you live with and the amount the other parent provides as financial support on an annual basis:

|  |
| --- |
|  |

If you **do not** receive financial support from your parents or guardian please provide the following details about your household income:

 Annual Income £

|  |  |
| --- | --- |
| Applicant |  |
|  |  |
| Partner/Spouse: (if relevant) |  |
|  |
| Length of residence in Carlisle: |  |

**SECTION D – STUDENT FINANCE**

Has an application been made to Student Finance? YES/NO

If yes, provide details of grant/loan and **attach a copy of the Financial Notification** received. This document sets out how much you must pay towards your Tuition Fees, any Maintenance Loans or Grants and Student Loans available to you:

|  |  |
| --- | --- |
| Tuition Fees |  |
| Maintenance Grant |  |
| Student Loan |  |

If no state reasons:

Has an application been made to any other organisation for financial support? YES/NO

If yes please give details of the organisation and the amount awarded:

|  |  |
| --- | --- |
| Applied to: | Amount Awarded |
|  |  |

**SECTION E – APPLICATION FOR GRANT TO FUND TRAVEL**

(please note that travel does not include to and from College/University or travel home, it **must** be an essential part of your course)

Travel Details

|  |  |
| --- | --- |
| Where are you travelling to: |  |
| Date of travel: |  |
| Purpose of travel: |  |
| Estimated costs: | Fares: |
| Accommodation: |
| Other Expenses (please specify: |

**SECTION F**

Please state how you found out about the Carlisle Educational Charity:

**Applicant’s Signature**

Please sign and date below to confirm that the information you have provided in application is true and accurate. If you are emailing the form please enter your **full** name next to the signature.

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**How to submit your application:**

Please send the completed application form to the following:

Email: cec@carlisle.gov.uk

or

 Clerk to the Trustees

 (FAO Jacqui Issatt)

 Carlisle Educational Charity

 Civic Centre

 Carlisle

 CA3 8QG

If you have any questions please contact Jacqui Issatt at the above address or phone (01228) 817557 or email cec@carlisle.gov.uk

Further information regarding the Carlisle Educational Charity can be viewed on Carlisle City Council’s website:

<http://www.carlisle.gov.uk/Council/More-about-the-Council/Carlisle-Educational-Charity>

Applications forms must be completed and returned no later than

**FRIDAY 15 FEBRUARY 2019**

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**APPLICATION CHECKLIST**

Have you attached the following information?

 Offer or acceptance letter from University or College YES/NO\*

 Financial Notification from Student Finance YES/NO\*

 Acceptance letter to take part in travel YES/NO\*

\*You may not have the above documents when you fill in your application. If you do not have the documents, please send your application anyway and send copies of the documentation to the address above as soon as you receive them.