

OFFICIAL USE ONLY	Student ID: <input style="width:20px; height:20px;" type="text"/> <input style="width:20px; height:20px;" type="text"/> <input style="width:20px; height:20px;" type="text"/> <input style="width:20px; height:20px;" type="text"/> <input style="width:20px; height:20px;" type="text"/> <input style="width:20px; height:20px;" type="text"/> <input style="width:20px; height:20px;" type="text"/>	Date Received: <input style="width:20px; height:20px;" type="text"/> <input style="width:20px; height:20px;" type="text"/> <input style="width:20px; height:20px;" type="text"/> <input style="width:20px; height:20px;" type="text"/>
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Section 1: Student Details

Title:	First Name:	Last Name:
Address:		
		Postcode:
Home Tel:		Mobile Tel:
Email Address:		
Date of Birth:		Age on 31/08/2016:
Who do you live with? <i>(tick all that apply):</i> <input type="checkbox"/> Both Parent(s)/ Guardian(s) <input type="checkbox"/> One parent & their partner <input type="checkbox"/> Single parent <input type="checkbox"/> Partner/ Spouse <input type="checkbox"/> Alone/ Independently		
How many dependants (children under 18) live in your household? _____		
If 16-18, please tick if you are: <input type="checkbox"/> In Local Authority Care <input type="checkbox"/> A care leaver <input type="checkbox"/> Receiving Income Support in your own name <input type="checkbox"/> Receiving Employment Support Allowance and Disability Living Allowance or Personal Independence Payments		
<ul style="list-style-type: none"> • If you are in Local Authority Care or you are a care leaver you will need to provide a written statement from the local authority. • If you are in receipt of the benefits listed above, you will need to provide your most recent award letter. 		
If 19+ and applying for a level 3 course or above: Have you applied for an Advanced Learner Loan to pay for your tuition fees? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is your Advanced Learner Loan reference number? _____		

Section 2: Course Details

If you are a current student (2015/16) what course are you on?:	
Title of course applied for (2016/17):	<input type="checkbox"/> Dartford Campus <input type="checkbox"/> Gravesend Campus

Section 3: Travel

You may receive assistance with travel costs if you live 1.5 miles or more walking distance from the campus where you are studying or (for Dartford Campus students only) 1.5 miles from Dartford station where you can pick up the free shuttle bus. If assistance with travel costs is required, please tick to indicate the type of support required.

<input type="checkbox"/> Bus pass	<input type="checkbox"/> Mileage allowance	<input type="checkbox"/> Contribution to train fare	From which station will you be travelling? _____
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Section 4: Child Care

Students who are aged 20 or over on 31 August 2016 may be eligible for help with child care costs (for term time only). *(Students under the age of 20 who need child care support should apply via the national Care to Learn scheme.)*

If you wish to apply for help with child care, please complete the details below. Your child care provider must have a current Ofsted rating of Grade 3 or above. Child care support can usually be provided for one pre-school child only. After school child care may be funded for school age children. Your child care provider will be required to sign a child care agreement with the College.

Name of child	Child's date of birth	Name of child care provider & OFSTED number	Address and phone number of child care provider

Section 5: Your Household Income

Please tick in the columns on the right to indicate the income received by your household. You will need to provide **full evidence** of this income **for the tax year 2015/16 as indicated**.

Students aged 16-20 (as at 31 August 2016):

- If you are aged 16-20 and living with parents you must provide evidence of the total household income including parent(s) step-parents, legal guardian or other person with parental responsibility.
- If you are aged 19 or 20 and living with parents you must, in addition to the above provide details of your own income (or sign a declaration form available from Student Services to say you do not have any).
- If you are aged 16-20 and living independently of your parents you must provide details of your own income and that of any partner who lives with you (where applicable).

Students aged 21 or over (as at 31 August 2016):

- You must provide details of your own income and that of any partner who lives with you (where applicable).

Change of circumstances:

If anyone in your household has been affected by redundancy or had a change in financial circumstances in the last 12 months please give details below (or use a separate sheet if necessary):

Please tick as appropriate to indicate the income received by members of your household

	Parent/ Guardian 1 (16-20)	Parent/ Guardian 2/ Partner of Parent 1 (16-20)	You	Your partner
Employment <i>(Please provide P60)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self employment <i>(Please provide accounts)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Guaranteed element of State Pension Credit <i>(Please provide statement)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Income Support*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Seeker's Allowance*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employment Support Allowance*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Incapacity Benefit*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Universal Credit*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working Tax Credits* <i>(Please include all pages)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child Tax Credits* <i>(Please include all pages)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Housing Benefit/ Council Tax Credit*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Income*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* Please provide all pages of the most recent award letter

Please provide photocopies of income evidence and not original documents as they will not be returned to you

Section 6: Bank Details

Please supply the student's bank account details so that we are able to make any payments to you.

Name as it appears on bank account:

Bank:

Bank account number:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Sort code:

<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>
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Section 7: Declaration

This declaration must be signed by all applicants. For students aged 16-20 on 31st August 2016, where evidence of your parent(s)/guardian(s) income is provided, their signature is also required.

- I declare that the information I have given is complete and correct. I understand that any deliberately misleading or false information will result in a demand for repayment of any monies paid or the return of equipment purchased with these monies.
- I understand that payments may be stopped if my attendance **falls below 85%** or if my conduct is unsatisfactory.
- I understand that if I leave the course within the first 6 weeks any award will automatically be withdrawn and I will be liable for any course costs.
- I will inform Student Services of any changes in circumstances, for example if I change or leave my course.

Signature
of student:

Print Name:
(Block Caps)

Date:

Signature of
parent/guardian:

For students aged 16-20 only

Print Name:
(Block Caps)

Date:

Please return this form along with the required evidence of income (photocopies only) to:

Student Services (Room DB021), North Kent College, Oakfield Lane, Dartford, Kent, DA1 2JT, or

Student Services (Room GR029), North Kent College, Lower Higham Road, Gravesend, Kent, DA12 2JJ