

# Application for a Loan from the Fund for International Student Hardship

**Important:**

- Your application will not be considered if you do not complete all the appropriate sections and attach copies of all relevant documents.
- Answer all the questions, by **printing clearly** in **black ink** and by **ticking** the appropriate boxes.
- Return your completed form by post to the Student Funding Team, Finance Services, Northcote House, The Queen's Drive, Exeter EX4 4QJ.
- You should keep a copy of your completed form for your own reference as applications will not be returned after assessment.

## Part 1: Your personal details

1 Student registration/enrolment number

2 Your title (tick **one** box only)

Mr
  Mrs
  Miss
  Ms
  Other




3 Your given name (in full)

4 Your family name (in full)

5 Your gender

Male
  Female

6 Your date of birth (DD/MM/YYYY)

7 Your nationality

8 Your full **correspondence** address

  
  
  

Post code

9 Telephone number

10 E-mail address

### 11 Personal status/Accommodation details

Do you live:  alone?  with your partner or spouse?  
 in shared accommodation?  with your parents or guardian?  
↓  
How many other adults live at this address?   
Do you share all household expenses?  Yes  No

### Part 2: Course details

12 Course title   
13 School/Department   
 Undergraduate  Postgraduate  
14 Campus   
15 Are you studying:  Full time?  Part time?  
16 Date of start of course (DD/MM/YYYY)   
17 Year of course  1  2  3  4  5  
18 Is this a repeat year?  Yes  No  
19 Is this your final year?  Yes  No

### Part 3: Your dependants

20 Do you have any children who are financially dependant on you?

Yes → Give details  
 No

Full name	Date of birth

(If you need to, continue on a separate sheet and attach it to this form.)

21 Do you have any adults in the UK who are financially dependant on you?

Yes → Give details

No

Full name	Date of birth

### Part 4: Disability/Special medical needs

22 Do you have a disability or chronic medical condition?

Yes

No

23 Have you consulted the Students' Guild Advice Unit before submitting this application?

The Advice Unit can offer advice and assistance on applying for help to this scheme and any other funding that may be available to you, as well as money management advice to help you budget during your studies.

YES

NO

### Part 5: Student's Household Income

	Student			Partner		
	Weekly	Monthly	Yearly	Weekly	Monthly	Yearly
Scholarships/Trusts/Grants						
Any Other income: please state source						
<b>TOTALS (for office use only)</b>						

## Part 6: Student's Household Expenditure

	Weekly	Monthly	Yearly
University Accommodation Charges			
Private Rented Accommodation			
Vacation accommodation costs if applicable			
Insurances (excluding car insurance)			
Food/Household/Laundry			
Gas/Electricity/Water/other household fuel			
TV Licence			
Telephone			
Clothing			
Toiletries/Haircare			
Healthcare Costs (prescriptions/glasses/contact lenses etc)			
Social/Entertainment Costs			
Childcare costs			
Disability Costs: please specify			
Travel costs (Daily travel during term for course attendance)			
Private Vehicle Costs (road tax/fuel/insurance/maintenance etc)			
Course costs- Books/equipment/ photocopying			
Tuition Fees			
Other Costs – please give full details			
<b>TOTAL EXPENDITURE (for office use only)</b>			

## Part 7: Supporting statement

- 26 State why you are in financial difficulty, and why you believe your situation to be exceptional and to merit the provision of additional financial support.

## Part 8: Bank/Building Society details

Any award will be paid directly into your nominated bank account. In order for us to process payment of your award, you must supply the University with correct bank details. You can add bank details during registration or at any time after you have registered by logging onto your personal account at <https://srs.exeter.ac.uk>.

**Important** – If we do not have your bank details then payment cannot be made. If we have the incorrect bank details then payments may be paid to an incorrect account. If you have previously supplied bank details, please check these details are still correct.

## Confidentiality

Only the Assessors and Student Funding Team staff see applications. It may be necessary for additional supporting information to be sought from other University staff in order for the Award Panel to reach a decision.

## Data Protection Act 1998

The University of Exeter is a data controller in terms of the 1998 legislation. The Student Funding Team follows University policy in matters of data protection. The data requested in this form is covered by the notification provided by the University under the Data Protection Act. Personal data will be used solely in the Finance Division for statistical purposes and electronic records keeping.

The 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 Administrator: Student Funding Team, Finance Services, Northcote House.

### Part 9: Declarations

- I certify that to the best of my knowledge, I fulfil the following criteria:**  
(please tick the relevant boxes)

**Either**

I have been granted limited leave to stay in the UK as a student.

My current permission expires on

**or**

I have been recognised by the UK Government as a Refugee and have Full Refugee Status/ILE/R as a result.

I have Exceptional Leave to Enter/Remain in the UK (ELE/R).

I began my course of study before 1 September 1997.

I am the child/spouse of an EEA Migrant Worker.

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

I confirm that I am supporting the children named in Part 2.

I confirm that I am not living with a spouse/partner.

I confirm that I am registered and in attendance on the course described in Part 2 of this form.

- I declare that the information that I have given on this form is correct and complete to the best of my knowledge.**
- I understand that giving false information will automatically disqualify my application and may also lead to disciplinary procedures by the University. I further undertake to repay any loans obtained by me as a result of giving such false information.**

Your name (CAPITALS)

Your signature

Date

**For office use only**

Student registered?

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

YES

UG

FT

Disability

Care Leaver

Mature

Student from low income family

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

NO

PG

PT

Children

Foyer resident

Final Year UG

Number of credits

Assessed total income

Assessed total expenditure

Surplus/Deficit

Assistance granted

Standard award

Non standard award

Assessors comments

Assessors signature

Date

Appeal decision

Appeal Assessors signature

Date

Database updated

Reason for award

% deficit met