



# University of Brighton

## The University of Brighton Student Employability Fund

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A new fund has been established by the Development and Alumni Office at the University of Brighton which will help **final year students** enhance their employability.

The fund seeks to provide modest non-repayable grants to eligible students to assist in the following ways:

- to contribute towards travel and subsistence costs for students attending job interviews or undertaking unpaid work experience and/or volunteer experience
- to enable students to access specialist equipment and/or facilities related to professional practice
- To attend short courses that have the potential to improve employability – confidence, assertiveness, or skills like IT
- Studio time, music or radio, to add to a portfolio
- Specialised software or equipment e.g. recording equipment to help , say, Media students, who want to be self-employed
- Setting up website to showcase work
- Travel expenses for Momentum students with distant mentors, eg travelling to London.
- to help in the purchase of appropriate clothing/footwear for interviews

**PLEASE NOTE - the above is not an exhaustive list - any proposals which enhance student employability will be considered.**

Grants of up to £250 per student can be applied for using the template application form. Applicants will be ranked by financial need **AND** the proposed impact of the grant requested. The financial situation of students will be assessed based upon the information gathered at the point of entry to the university by Student Services.

A panel of university staff will meet to consider the anonymised applications co-ordinated by the university's Careers Service. The decision of the panel will be final.

**The deadline for applications is noon on Friday 7<sup>th</sup> December 2012.**

Each grant recipient will be asked to write a testimonial about the impact of their grant – these testimonials will be used anonymously to promote the fund with a view to secure additional philanthropic donations. The recipients will have an opportunity to meet with the donors if they wish to.

**The University of Brighton Student Employability Fund - APPLICATION FORM**

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<b>Personal Details</b>	Title	First Name	Family/Surname
Student Number		Course of Study	Year of study
Postal Address <i>Inc. Postcode</i>			
Mobile Number		Email Address	

<b>Personal Statement</b>	<ul style="list-style-type: none"> <li>- Please indicate why you feel you should be allocated a grant from this fund in <b>no more</b> than 250 words.</li> <li>- You should indicate the level of grant (up to £250) you wish to request. <u>You must provide detail about the planned use of your grant, including estimated costs in the Budget section below.</u></li> <li>- The panel members will be looking for applicants to communicate effectively how the grant will enhance their employability and what they feel this enhancement will help them achieve.</li> </ul>

<b>Proposed Placement or Activity</b>	Please detail all employability related activity you are already doing or you intend to do below.		
	Activity	Length of Activity	Experience Gained

<b>Budget</b>	- Please provide in detail how to plan to use this grant.	
<b>Description of Expenditure Item</b>		<b>Estimated Cost</b>

**Declaration**

I confirm that the above details are correct to the best of my knowledge. I acknowledge that if I am discovered to have made an untruthful statement, then the university may withdraw any grant offered. I agree that the decision of the selection panel is final.

Signature:

Date:

**Please email completed form to: [s.rhodes@brighton.ac.uk](mailto:s.rhodes@brighton.ac.uk) by noon on Friday 7<sup>th</sup> December 2012.**