

THE J&J BURSARY 2014

The J&J Bursary

One award of £3,000 is available for a Second Year BA Jewellery student studying at Central Saint Martins who is experiencing financial hardship and who demonstrates outstanding academic ability. Home, EU and International students are all eligible to apply.

How do I apply?

Complete the attached form:

The J&J Bursary - Application Form

The information provided below will be used to assess your financial situation. If you require help filling in this form please see a member of staff from Student Services or phone 0207 514 6146.

In addition to the application form you will need to send the following supplementary material: A CD or DVD portfolio of your work containing **1 PDF document which includes a title page with your name and course title and 10 images of recent work.** Please ensure the CD is clearly labelled with your name and contact details. It is extremely important that your application form is fully and accurately completed.

The deadline for applications is **Friday Midday 23rd May 2014.**
Please return to:

Scholarships & Bursaries
Student Centre
University of the Arts London
1st Floor, Student Funding Section
272 High Holborn
London
WC1V 7EY

What happens next?

Staff from the Student Funding Section will assess the applications to determine which of the applicants face the most financial difficulty. Applications short listed as a result of the above process will then be forwarded onto the College who will make the final decision. All applicants will be notified in writing of the outcome by the end of July 2014.

Please do not telephone or send us an e-mail to ask about the outcome of your application as our staff are not authorised to give out this information over the telephone or by e-mail.

APPLICATION FOR SCHOLARSHIPS & BURSARIES 2014/2015

IMPORTANT:

- Read the accompanying guidance before completing your form.
- Answer all questions, writing clearly in black ink.
- You must supply photocopied evidence of student loan/income, tenancy/rent letter and 3 months recent bank statements.
- Return your completed form by the advertised deadline to **Scholarships & Bursaries, Student Centre, University of the Arts London, 272 High Holborn, London, WC1V 7EY.**

PLEASE NOTE: It is extremely important that your application form is fully and accurately completed. The detailed information required by this application is necessary in order to help us ensure scholarships and bursaries are awarded in accordance with the terms and conditions of each Agreement.

NAME OF SCHOLARSHIP / BURSARY APPLIED FOR:

THE J&J BURSARY 2014/2015

1. PERSONAL DETAILS

Surname/Family Name	First Names	Title (Mr/Ms/Miss etc.)

Date of Birth	Nationality						
<table border="1"> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>DAY</td> <td>MONTH</td> <td>YEAR</td> </tr> </table>				DAY	MONTH	YEAR	
DAY	MONTH	YEAR					

Correspondence Address (for all communications)	Home address (if not as correspondence address)
Postcode Country	Postcode Country
Telephone (inc country code)	Telephone (inc country code)
Mobile	Email

2. COURSE DETAILS

College	School (if applicable)	Course / Pathway

Student ID number / application reference number (see correspondence)

3. OTHER ACADEMIC AWARDS

Please list scholarships/sponsorships/awards you have applied for or have been awarded for your course.

Please specify the value of the funding and what it covers (fees, living costs, equipment, travel, etc).

Name / Source of Award	Total value	Purpose	Applied for or awarded?

4. ACCOMMODATION DURING COURSE

What type of accommodation are you living in? *(Please underline which applies to you)*

Private (owned) home: alone / sharing with my family / sharing with partner

Rented accommodation: alone / sharing with my family / sharing with partner / sharing with others

Student accommodation (halls of residence)

Are you responsible for household expenses? *(Please underline which applies to you)*

NO / YES: Are you solely responsible / responsibility will be shared with others

You must provide evidence of rent costs (Tenancy Agreement/Housing Benefit).

5. YOUR DEPENDANTS

Please give details of anyone financially dependent on you

Full name	
Date of birth	
Relationship to you	

Please provide a copy of an official document relating to your dependent/s (e.g. birth certificate).

6. DISABILITY / SPECIAL MEDICAL NEEDS

Do you have a disability or chronic medical condition that prevents you from working? YES / NO *(please underline which applies to you)*

If yes, please give details:

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Please provide evidence of your medical condition (e.g. doctor's letter or medical records).

Have you applied for Disabled Students' Allowance (DSA)? YES / NO *(please underline which applies to you)*

7. UK BANK / BUILDING SOCIETY DETAILS

Name of UK Bank / Building Society	Sort code	Account number

You must supply photocopies of your last 3 months bank statements relating to the above account. These statements must show your name and bank details. You must supply photocopies of overseas bank statements if you do not have a UK account.

8a. TOTAL INCOME

Please provide details of your ALL sources of income during your course.

8b. TOTAL EXPENDITURE

Please provide details of ALL expenditure during your course. Expenditure figures should include total for student AND spouse / partner, if applicable.

	£ Per week		£ Per week
Maintenance Grant	_____		
Student Loan	_____	Rent / Mortgage	_____
		Council tax	_____
		Gas	_____
Net earnings	_____	Electricity	_____
Parent / guardian contribution	_____	Water	_____
Parents Learning Allowance	_____	Telephone	_____
Lone Parents' Grant	_____	Food	_____
Adult Dependent s Grant	_____		
Childcare Grant	_____	Childcare costs	_____
Care Leavers' Grant	_____	Disability costs	_____
Income Support	_____	Local travel costs	_____
Housing Benefit	_____	Books & equipment	_____
Council Tax Benefit	_____		
Jobseekers' Allowance	_____		
Working Tax Credit	_____	Disability costs (<i>please specify</i>)	_____
Child Benefit	_____	_____	_____
Child Tax Credit	_____	_____	_____
Disability Benefits (<i>please specify</i>)	_____	Other costs (<i>please specify</i>)	_____
_____	_____	_____	_____
_____	_____	_____	_____
Other income (<i>please specify</i>)	_____		
_____	_____		
_____	_____		
<u>Please provide photocopied proof of all sources of income (e.g. payslip, student loans or benefit letters etc).</u>			
TOTAL INCOME:	_____	TOTAL EXPENDITURE:	_____

If you live with your spouse/partner during your course.

Net income per month _____

Other income (*please specify*) _____

Please provide photocopied proof of your partner's income (e.g. pay slip).

9. ADDITIONAL INFORMATION

Please tell us briefly about your financial situation and how the award will be used e.g. material/ equipment costs for your final year show, travel or accommodation costs. Please also tell us what you plan to do after you complete your course.

Please continue on a separate sheet if required

10. DATA PROTECTION ACT

University of the Arts London is registered under the Data Protection Act as a data controller as defined in the Act. The Student Funding Service conforms to the 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 in the department for statistical purposes and electronic record keeping. The data will not be passed to any third party without your consent, except when the University is required to do so by law. Any enquiries concerning the use of data, please address to the Student Funds Manager.

11. APPLICANT'S DECLARATION

I have read and understood the terms and conditions for the receipt of the scholarship/bursary for which I am applying. The information I have given on this form is complete and accurate to the best of my knowledge and belief. I will not collect and will return any payment to which I am not entitled. I understand I will be expected to attend a small number of events at the University, which promote scholarship support to potential donors, and to meet with scholarship supporters at these events, during, and wherever convenient, after completing my course.

I give permission for staff from the Student Funding Service and Student Services to pass information about my financial circumstances to the awarding panel and to use information provided in this application to report back to the Trustees of the J & J Trust.

I will inform the Student Funding Section and college/school office if I withdraw from the course. If I do not complete the course, I shall (on request) repay any funds given to me. I understand that giving false information will render my application and my entitlement null and void.

Signature

Date _____

Signature	Date

We are unable to return any documents. Unsuccessful applications are stored for 3 years and then destroyed. Please return by the deadline provided to: **SCHOLARSHIPS & BURSARIES, UNIVERSITY OF THE ARTS LONDON, 1st FLOOR STUDENT CENTRE, 272 HIGH HOLBORN, LONDON, WC1V 7EY.**