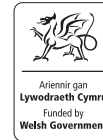


FINANCIAL CONTINGENCY FUND FOR STUDENTS APPLICATION FORM

PAYMENT FROM THIS FUND IS NOT AN ENTITLEMENT - THIS IS A FIRST COME FIRST SERVED FUND - APPLY EARLY

Your application for this fund will not be considered unless you have applied for EMA or WGLG first. You are advised to talk to a Student Support advisor and read the Financial Contingency Fund Guidance notes before completing this form. Please complete and hand this form to Student Support as soon as possible. Do not wait for receipts. These can be submitted later if your application is approved. This document is also available in Welsh or alternative formats.



Date Received

Staff Signature

YOUR DETAILS (BLOCK CAPITALS)

Surname

Forename(s)

Home Address

Address:.....

Town:.....

County:..... Post Code:.....

Home Telephone:..... Mobile:..... E-mail:.....

Date of Birth

Age on 31st August 2020

Student ID

Course

Which year of your course are you studying? First Second Third

Are you: Full-time Part-time

FULL-TIME STUDENTS ONLY - How many **DAYS** per week will you study in College?

PART-TIME STUDENTS ONLY - How many **HOURS** per week will you study in College?

At which college do you study? (Tick as appropriate)

- Afan Brecon Llandarcy Neath Pontardawe
 Swansea (Llansamlet) Newtown

Do you: Live with parents

Support yourself financially

Are you a: Looked after Child/Care Leaver

Carer/Young Adult Carer

WHAT FINANCIAL HELP ARE YOU APPLYING FOR?

Course Equipment (Receipts will be required) College Accommodation (if daily transport is not available)

Childcare

Transport - Please indicate type: Bus, Train, Own Car (only one allowed)

Other (Please Specify in box below)

College Meals

FOR CHILDCARE ONLY:

Do you receive any other funding for childcare? Yes No (If 'yes', please give details below - e.g. childcare element of working tax credits, PACE etc.)

(Students in Neath must use College Nurseries if available)

OFFICE USE ONLY

Awarded EMA or WGLG?

Yes No

Reference Number

Portal checked - Staff Signature

DECLARATION

Please read carefully the following declaration before signing in the box below.

- I have read and I understand the content of the Financial Contingency Fund for students Guidance notes before completing this form.
- I understand that wherever possible payments will be made direct to a third party.
- I will inform Student Services immediately of any changes to the details given on this form.
- I agree to any investigation being made to verify the accuracy of the information given to the College (in accordance with the Data Protection Act 1998).
- I will repay any amount awarded to me as a result of inaccurate information supplied.
- **I understand poor attendance or poor progress will lead to the withdrawal of my award, and possible repayment of ALL funds received. NB - minimum of 90% attendance is required.**
- **I understand that any attempt to obtain funds by deception will result in criminal prosecution and disciplinary action being taken by the College (including external parties, e.g. childcare).**
- I understand that any award granted to me will be made by BACS payment.
- I understand that funds are awarded on a first come first served basis and are discretionary.
- I understand that payment this year does not guarantee payment in future years and I must complete a new application form for each academic year.
- I understand that if I leave College early, or before the publicised end date, and I do not return any kit or repay any money awarded to me, I will be invoiced for the full cost.

DATA PROTECTION ACT

Your data will be held securely for the minimum time required by the Welsh Assembly Government

I understand that the information provided on this Application Form may be used by NPTC Group of Colleges' staff in the Student Services and Finance Department, and that the following may also wish to see this information; the Financial Contingency Fund for students Auditors, External Auditors and Welsh Government Auditors. I understand that my written consent is required if information is requested from any other source.

Student Signature

Date

WHAT HAPPENS NEXT?

1. Form will be date stamped.
 2. Form will be assessed in date order.
 3. You will receive a letter advising the outcome of your application.
- **PLEASE DO NOT CONTACT THE COLLEGE REGARDING YOUR APPLICATION AS THIS WILL DELAY THE ASSESSMENT PROCESS**
 - **MEALS MUST BE SELF-FUNDED UNTIL ADVISED THAT FREE MEALS ARE 'LIVE' ON THE ELECTRONIC CARD SYSTEM**
 - **PLEASE NOTE THAT THE COLLEGE REFECTORIES ARE CASHLESS SO YOU NEED TO BRING A BANK CARD OR BRING A PACKED LUNCH.**

BANK DETAILS - CAUTION - ONLY FILL THIS PART IN IF COLLEGE STAFF ASK YOU TO

Name of Account Holder:

Bank Account Number:

Branch Sort Code:

Name of Bank:

FOR OFFICE USE ONLY

Course Related Equipment

Accommodation

Childcare

Transport - Type

Course Related Visits

Meals Letter FCF

Other / Hardship:

Assessed by:..... Initials:..... Date:.....

Approved by:..... Initials:..... Date:.....

Notes: