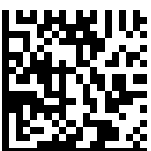


PTMNN

Application form for student finance for
new part-time students

2022/23

You can also apply online at www.gov.uk/studentfinance



You can apply in 4 easy steps

Depending on your circumstances you may not need to complete all of the steps.

1

For all students

- Complete sections 1–5.
- You do not need to complete section 5 if you are only applying for a Tuition Fee Loan.
- If you are applying for a Maintenance Loan and/or a Tuition Fee Loan you need to tell us how much you want by completing the loan request section on pages 23 and 24.



If you only want to apply for a Tuition Fee Loan and/or a Maintenance Loan that is not based on household income you can go to Step 4.

2

For students who want student finance based on household income

- Complete sections 6 and 7.



If you are a single independent student go directly to Step 4.

3

For students who want student finance based on household income

- Complete section 8.
- Depending on your answers in section 8 you may need to ask your **parent(s) or partner** to provide details about their income in section 9 so we can work out what your full entitlement to student finance will be.

4

For all students

- Make sure that you have signed the **terms and conditions on pages 29 and 30.**
- If you asked someone to complete section 9, **make sure that they have signed their declaration(s) on page 39.**

n Where you see this you should check the notes for specific **information** to help you complete a question or section.

e Where you see this you need to send us **evidence** to support your application. Use the notes to find out exactly what you need to send.

Before completing this form, you should read the Privacy Notice on page 19 of the accompanying notes.

You may be eligible for a bursary or scholarship. In order for a university or college to determine and pay any bursary or scholarship to which you may be entitled, we will share some of your personal, financial and course details as well as information about your eligibility for student finance with them. For more information about this, read our Privacy Notice.

Please contact the university or college if you require further information about their bursaries and scholarships.

Available student finance

You can apply for a Tuition Fee Loan and/or a Maintenance Loan.

Extra help

Disabled Students' Allowance (DSA)

If you want to apply for DSA you'll need to:

- complete and return this form **and**
- complete a Disabled Students' Allowance Application Form (DSA1).

You can download the DSA1 form at **www.gov.uk/studentfinance**

Tick the box below if you want us to send you a DSA1 form instead.

Send me a DSA1 form

Go to **www.gov.uk/studentfinance** to find out more about what student finance is available.

What if I have further questions?

If you have further questions you can:

- visit **www.gov.uk/studentfinance**
- call us on **0300 100 0607**

When do I need to send you my form?

To make sure you receive your first payment at the start of term, you must return this form and all of the evidence we need as soon as possible.

If your application form is returned more than 9 months after the start of your academic year it won't be processed, and you may lose your full entitlement to student finance for this academic year.

Where do I send my form?

Return this form to us at: **Student Finance England**
PO Box 210
Darlington
DL1 9HJ



Please remember to pay the correct postage.

Section 1

Personal details

Personal details

a Customer Reference Number

Title

First name(s)

Surname


Any other names you may be known by

Sex

Date of birth

Please complete the following questions with the details exactly as stated on your birth certificate or passport.

Place of birth (the name of the town or village)

Nationality 

National Insurance number 


We will share the National Insurance number you provide with the Department for Work and Pensions to confirm that it's valid, and with HM Revenue and Customs to allow us to collect your repayments.

 Mr Mrs Miss Ms Male Female / / - -

Identity evidence details

b1 Do you hold a valid UK passport?

We will share the passport details you provide with HM Passport Office to confirm that they're valid.

 Yes No – you'll have to provide alternative evidence 

b2 Provide the following details from your **UK passport**, which must be **currently valid and not expired** (this is the easiest way for you to verify your identity and means you **do not need to send us your passport**).

If your passport is not valid or has expired you'll have to send us alternative evidence 

Passport number

First name(s)

Surname

Date of issue

Date of expiry


 / / / /

go to c

Section 1

Personal details

Contact details

- c** Please give your home address, if your contact address is different provide it here. Any original evidence will be returned to your home address. 

Home address	Contact address
<input type="text"/>	<input type="text"/>
Postcode <input type="text"/>	Postcode <input type="text"/>
Home phone number <input type="text"/>	
Mobile phone number <input type="text"/>	
Email address <input type="text"/>	

Relationship status

- d** What is your current relationship status?

Single

Living with a partner

Married/civil partnership **e**

Please give the date of marriage/civil partnership
 / /

Separated **e**

Divorced/dissolved civil partnership **e**

Widowed/surviving civil partner **e**

Section 2

Previous support and qualification history

- a** Will you be getting funding from any other source to meet the costs of your tuition fees in this academic year?

Tell us about any contribution to your tuition fees that may be made by an employer, a bursary scheme, or from any other type of fund or sponsorship. Please note that we do not need to know if you are receiving a £2,000 Higher Education Bursary from your Local Authority.

No

Yes – give details

What is the source of this funding?

How much funding will you receive?

- b** Have you ever had any other loans from the Student Loans Company Ltd (SLC)?

No


Yes – are you behind with the repayments?

No

Yes – you can't apply for student finance until you resolve this. Call **0300 100 0611** for Income Contingent Repayment (ICR) loans or if you have any Mortgage Style (MS) Loans please call your debt owner on the telephone number shown on the most recent correspondence that you have received from them. If you do not know who your debt owner is please call **0300 100 0632** for advice.

Previous study

Courses of higher education are those of Higher National Certificate (HNC) level or above. **Where course details are requested, you should not include A Level/AS Level examinations or equivalent.**

- c** Have you started an undergraduate or postgraduate course of higher education in any country since leaving school? Tick 'Yes' even if you did not complete the course. 

Yes **No**

if no go to section 3

Section 2

Previous support and qualification history

d Do you have Qualified Teacher Status?

No – go to **e1** and complete the tables with details of your previous study

Yes – are you:

recognised as a qualified teacher because you've been registered by the Institute for Learning as holding Qualified Teacher Learning and Skills status (QTLS)? You may be eligible for support

recognised as a qualified teacher and have been issued with a Qualified Teacher Status (QTS) certificate? You may be eligible for support if you're studying a course not related to teaching

go to **e1**

e1 Complete this table with your previous course details.

Mention all the full-time (FT), part-time (PT) and full-time distance learning (DL) courses you've studied.

Course 1

Full course title

(for example, BA (Hons) English)

Name and address of university or college (including town and country)

Start Date (MM/YYYY)

Course type
(FT/PT/DL)

End Date (MM/YYYY)

Course 2

Full course title

(for example, BA (Hons) English)

Name and address of university or college (including town and country)

Start Date (MM/YYYY)

Course type
(FT/PT/DL)

End Date (MM/YYYY)

Course 3

Full course title

(for example, BA (Hons) English)

Name and address of university or college (including town and country)

Start Date (MM/YYYY)

Course type
(FT/PT/DL)

End Date (MM/YYYY)

Course 4

Full course title

(for example, BA (Hons) English)

Name and address of university or college (including town and country)

Start Date (MM/YYYY)

Course type
(FT/PT/DL)

End Date (MM/YYYY)

Section 2

Previous support and qualification history

- e2** Did you receive funding from the SLC for the course(s) you've listed in **e1**? **Yes** **No**
If No, did you apply for funding?

	Funding received		Applied for funding	
Course 1	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Course 2	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Course 3	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Course 4	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No

- e3** Did you achieve a qualification for the course(s) you've listed in **e1**?
If you answer no to all the courses, **go to section 3.**

Course 1	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Course 2	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Course 3	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Course 4	<input type="checkbox"/> Yes	<input type="checkbox"/> No

- f** Please tick the relevant box(es) to show which qualifications you have achieved

Degree **with** Honours e.g. BA (Hons), BSc (Hons);

Degree **without** Honours e.g. BA, BSc

Undergraduate Diploma

Foundation Degree/Diploma of Higher Education/Higher National Diploma (HND)/Advanced Diploma;

Higher National Certificate (HNC)/Certificate of Higher Education (CertHE)/Advanced Certificate;

Postgraduate Certificate in Education (PGCE);

Graduate Diploma/Certificate;

Masters Degree;

Postgraduate diploma/certificate;

Other (including all qualifications achieved abroad)
Give details:

Section 3 Residence

a1 Are you a UK national? **ne**

If you have been granted a status under the EU Settlement Scheme, answer no to this question and complete **question a4**.

No

if no go to a2

Yes

if yes go to b1

a2 Are you an Irish citizen? **ne**

No

if no go to a3

Yes – have you been resident in the UK and Islands for the three years prior to the first day of the first academic year of your course?

No

if no go to a3

Yes

if yes go to b2

a3 Are you the family member of a UK national, and both you and your family member were living:

- in the UK on 31 December 2020, after moving to the UK from the EEA or Switzerland on or after 1 January 2018; or
- in the EEA or Switzerland on 31 December 2020? **ne**

No

if no go to a4

Yes – have both you and your family member been resident in the UK, Gibraltar, the EEA or Switzerland for the three years prior to the first day of the first academic year of your course?

No

if no go to a4

Yes

if yes go to b2

a4 Have you been granted settled status or pre-settled status under the EU Settlement Scheme? **ne**

Please note you don't need to provide identification evidence if you provide your share code.

No – are you an Irish citizen or a frontier worker?

No

if no go to a7

Yes

if yes go to a5

Yes – I have been granted settled status
Please provide your share code

now go to b2

Yes – I have been granted pre-settled status

now go to a5

Section 3

Residence – continued

a5 Are you the child of a Swiss national? **ne**

If you have lived in the UK, the EEA, Switzerland or the Overseas Territories (other than Gibraltar) for the three years prior to the first day of the first academic year of your course, where at least part of that period has been spent in an Overseas Territory, you can only apply for tuition fee funding. You should complete this question then the remainder of the form.

Please note you don't need to provide identification evidence if you provide your share code.

No

if no go to a6

Yes – have you been resident in the UK, Gibraltar, the EEA or Switzerland for the three years prior to the first day of the first academic year of your course?

No – have you been resident in the UK, the EEA, Switzerland, or the Overseas Territories for three years prior to the first day of the first academic year of your course?

No

if no go to a6

Yes – you will only be eligible for tuition fee funding. Provide your share code information below.

Yes – provide **your**:

Expiry date of pre-settled status

/ /

Share code

If you are an Irish citizen you do not need to provide a share code

Provide **your parent's or step-parent's**:

Date of birth

/ /

Expiry date of pre-settled status

/ /

Share code

now go to b2

Section 3

Residence – continued

a6 Are you or your family member an EEA or Swiss national who is working, has worked, or is looking for work in the UK? **ne**

If you or your family member are a frontier worker, see notes before completing this question.

For a list of family members see notes.

If you have lived in the UK, the EEA, Switzerland or the Overseas Territories (other than Gibraltar) for the three years prior to the first day of the first academic year of your course, where at least part of that period has been spent in an Overseas Territory, you can only apply for tuition fee funding. You should complete the share code information in this question, then continue to question b2.

Have you been resident in the UK, Gibraltar, the EEA and Switzerland for the three years prior to the first day of the first academic year of your course?

No

if no go to a7

Yes – I have been working or looking for work in the UK.

Yes – my family member has been working or looking for work in the UK. My family member is my:

husband/wife/civil partner

parent(s)/step-parent

child/step-child- only applicable to EEA worker family members.

other direct ascending or descending line family member - only applicable to EEA worker family members.

Yes – provide details of you/your family member's employment. You should also provide details of your previous study.

No – have you been resident in the UK, the EEA, Switzerland, or the Overseas Territories for three years prior to the first day of the first academic year of your course?

No

if no go to a7

Yes – you will only be eligible for tuition fee funding. Provide details of you/your family member's employment. You should also provide details of your previous study.

Section 3

Residence – continued

a6 continued

If you/your family member are currently working, will you/your family member continue to work during your studies?

No

if no go to a7

Yes – provide details:

You don't need to provide a share code if:

- You are an Irish citizen
- You or your family member are frontier workers.

Provide **your**:

Expiry date of pre-settled status

/ /

Share code

now go to b2

Provide **your family member's**:

Date of birth

/ /

Expiry date if pre-settled status

/ /

Share code

now go to b2

Section 3

Residence – continued

- a7** Are you the child of a Turkish worker who is working in the UK? **ne**
- If you have lived in the UK, the EEA, Switzerland or the Overseas Territories (other than Gibraltar) for the three years prior to the first day of the first academic year of your course, you can only apply for tuition fee funding, but you should continue to complete this form.

No **if no go to a8**

Yes – has your Turkish worker parent/step-parent been granted extended leave to remain in the UK beyond 31 December 2020 by the Home Office?

No **if no go to a8**

Yes – were you and your Turkish worker parent/step-parent living in the UK by 31 December 2020?

No **if no go to a8**

Yes **now go to b2**

- a8** Have you or your family member been granted leave under the Afghan Relocations and Assistance Policy (ARAP) or the Afghan Citizens Resettlement Scheme (ACRS)? **ne**

No **if no go to a9**

Yes – provide your:

I have been granted leave under the ARAP or ACRS.

I have been granted leave in line with my family member. My family member is my:

husband/wife/civil partner

parent or step-parent

Home Office reference number

Date latest status granted

/ /

Date this status is due to expire (if applicable)

/ /

Have you lived outside the UK and Islands since your latest status was granted?

No **go to section 4**

Yes **if yes go to b3**

Section 3

Residence – continued

a9 Do you have ‘settled status’ in the UK not granted under the EU Settlement Scheme? **ne**

No

if no go to a10

Yes – provide your:

Home Office reference number

Date latest status granted

 / /

now go to b2

a10 Have you been granted limited leave to enter or remain under a Ukraine Scheme? **ne**

By Ukraine Scheme we mean:

- the Ukraine Family Scheme;
- the Homes for Ukraine Sponsorship Scheme; or
- the Ukraine Extension Scheme.

No

if no go to a11

Yes – provide your:

Home Office reference number

Date latest status granted (DDMMYYYY)

 / /

Date this status is due to expire (DDMMYYYY)

 / /

Have you lived outside the UK and Islands since your latest status was granted?

No

go to section 4

Yes

if yes go to b3

a11 Have you or your:
• husband, wife, civil partner; or
• parent(s), step-parent
been granted refugee status by the UK government? **ne**

No

if no go to a12

Yes – provide your:

Home Office reference number

Date latest status granted (DDMMYYYY)

 / /

Date this status is due to expire (DDMMYYYY)

 / /

Have you lived outside the UK and Islands since your latest status was granted?

No

go to section 4

Yes

if yes go to b3

Section 3

Residence – continued

- a12** Have you or your:
- husband, wife, civil partner; or
 - parent(s), step-parent
- been granted Humanitarian Protection? **ne**

No **if no go to a13**

Yes – provide your:

Home Office reference number

Date latest status granted (DDMMYYYY)

 / /

Date this status is due to expire (DDMMYYYY)

 / /

Have you lived outside the UK and Islands since your latest status was granted?

No

go to section 4

Yes

if yes go to b3

- a13** Have you or your:
- husband, wife, civil partner; or
 - parent(s), step-parent
- been granted 'Leave to Remain' as a Stateless Person? **ne**

No **if no go to a14**

Yes – provide your:

Home Office reference number

Date latest status granted (DDMMYYYY)

 / /

Date this status is due to expire (DDMMYYYY)

 / /

Have you lived outside the UK and Islands since your latest status was granted?

No

go to section 4

Yes

if yes go to b3

Section 3

Residence – continued

a14 Have you been granted ‘Indefinite Leave to Remain’ in the UK as the victim of domestic violence or abuse? **ne**

No

if no go to a15

Yes – provide your:

Home Office reference number

Date latest status granted (DDMMYYYY)

 / /

now go to b3

a15 Have you been granted ‘Leave to Remain’ in the UK under section 67 of the Immigration Act 2016, or are you the dependent child of someone who has? **ne**

No

if no go to a16

Yes – provide your:

Home Office reference number

Date latest status granted (DDMMYYYY)

 / /

Date this status is due to expire (DDMMYYYY)

 / /

Have you lived outside the UK and Islands since your latest status was granted?

No

go to section 4

Yes

if yes go to b3

a16 Have you been granted ‘Calais leave’ in the UK, or are you the dependent child of someone who has? **ne**

No

if no go to a17

Yes – provide your:

Home Office reference number

Date latest status granted (DDMMYYYY)

 / /

Date this status is due to expire (DDMMYYYY)

 / /

Have you lived outside the UK and Islands since your latest status was granted?

No

go to section 4

Yes

if yes go to b3

Section 3

Residence – continued

a17 Have you been granted 'Indefinite Leave to Remain' as a person who has been a bereaved partner? **ne**

No

if no go to a18

Yes – provide your:

Home Office reference number

Date latest status granted (DDMMYYYY)

 / /

now go to b3

a18 On the first day of the first academic year of your course will you be under 18 and will you have been living in the UK for seven years? **ne**

No

if no go to a19

Yes

if yes go to b1

a19 On the first day of the first academic year of your course will you be over 18 and will you have lived in the UK for at least 20 years, or at least half of your life? **ne**

No – you may still be able to get student finance, see notes for more information.

Yes

if yes go to b1



If you've answered 'No' to all of these questions, you may still be able to apply for tuition fee only funding. Check the notes for more information.

Section 3

Residence – continued

b1 In the three years prior to the start of the first academic year of your course, did you live outside the UK and Islands at any time?

No

if no go to b4

Yes

if yes go to b2

b2 Give details of your residence for the 3 years before the start of the first academic year of your course. There should be no gaps in the dates you give us. **n**

If you need more space for additional addresses, give the details above on the additional notes at the back of this form.

From / /

To / /

Why were you there?

Full address

From / /

To / /

Why were you there?

Full address

From / /

To / /

Why were you there?

Full address

From / /


To / /

Why were you there?

now go to b4

Section 3

Residence – continued

b3 Give details of your residence from the date you received your last status from the Home Office to the first day of the first academic year of your course. 

If you need more space for additional addresses, give the details above on the additional notes at the back of this form.

If you have:

- 'leave to enter or remain' under the ARAP or ACRS, or are a family member with leave in line

or

- 'indefinite leave to remain' as the victim of domestic violence or abuse

or

- 'indefinite leave to remain' as a person who has been a bereaved partner

or

- refugee status, only provide address history from when you received the status

or

- 'limited leave to enter or remain' under a Ukraine Scheme.

You only need to provide up to a maximum of 3 years information.

From / /

To / /

Why were you there?

Full address

From / /

To / /

Why were you there?

Full address

From / /

To / /

Why were you there?

Full address

From / /

To / /

Why were you there?

now go to **b4**

Section 3

Residence – continued

b4 At any time since 1 September 2019 has:

- either of your parents, step-parents, guardians; or
- your husband, wife, civil partner lived or worked outside the UK and Islands or, in the case of an EU, EEA or Swiss national, outside the UK, Gibraltar, the EEA or Switzerland?

If you need more space for additional addresses, give the details above on the additional notes at the back of this form.

No

go to **section 4**

Yes

if yes give details below

Full address

From

/ /

To

/ /

Why were you there?

Full address

From

/ /

To

/ /

Why were you there?

Full address

From

/ /

To

/ /

Why were you there?

Full address

From

/ /

To

/ /

Why were you there?

Section 4

About your course and university or college

a University or college details

If your course is at a university that is made up of a number of colleges, give the name of the college first, followed by the name of the university (for example, Birkbeck, Central London campus, University of London).

Name

Full address

b1 Give the name of your course

You should check the name of your course with your university or college. If the course details you give us can't be confirmed yet, your student funding may be delayed.

Qualification you expect to gain
(for example, BA (Hons) English)

In this academic year, when will you start your studies?

Month Year
 /

When will you finish the last year of your course?

Month Year
 /

Are you entering your first year of study?

No
 Yes

If yes, go to b2


What year of your studies are you going into?

Make sure you tell us what year of your studies you are going into **not** the year of your course.

What date did you start your studies?

Month Year
 /

b2 Full tuition fee amount your university or college is charging you this academic year

How many credits do you intend to study this academic year? 

£

Section 4

About your course and university or college

Course type (tick one box)

- c** Part-time undergraduate
- Part-time Initial Teacher Training (ITT) courses of up to 4 years in length
- Part-time distance learning

Term details

- d** Where will you be living during term time?

We need to know about your living situation for each term as this can affect how much student finance you can get.

- e** Where will you spend the most time during the academic year?

- f** In this academic year, are you eligible to apply for a bursary, excluding social work bursary from any of the following?
- National Health Service (NHS)
 - Department of Health (DoH) for Northern Ireland
 - Student Awards Agency Scotland (SAAS)

Do you have a disability which prevents you from attending your university or college in person? **e**

Yes

No

Are you studying a distance learning course because you or a family member you live with is currently serving in the Armed Forces outside England? **e**

Yes

No

Term 1

Living with parent(s)

Elsewhere or own home

Term 2

Living with parent(s)

Elsewhere or own home

Term 3

Living with parent(s)

Elsewhere or own home

Term 1

University or college

Study abroad

Term 2

University or college

Study abroad

Term 3

University or college

Study abroad

Yes

No

Section 5

Your UK bank or building society account details

This account must be in your own name and be able to accept direct credits.

Please note that missing or incorrect bank or building society details will result in your Maintenance Loan payments being delayed.

You **do not** need to provide your bank or building society account details if you are only applying for a Tuition Fee Loan because this will be paid directly to your university or college and not to you.

Sort code

 - -

Account number

Building society roll number (if applicable)

Loan request section

Complete this section to tell us how much Maintenance and/or Tuition Fee Loan you want to apply for. Your Maintenance Loan will be based on your household income and the number of credits you're studying this year. If you request more Maintenance Loan than you're entitled to, we'll award you the lower amount.

Maintenance Loan

Amount of Maintenance Loan you would like to apply for:

Maximum available to you

Tick

If you wish to apply for less than the maximum available to you, please state the amount

£

Tuition Fee Loan

Your tuition fee is set by the university or college you go to. Any Tuition Fee Loan you borrow will be paid directly to your university or college.

You can apply for up to a maximum of £6,935 depending on your circumstances. Make sure you find out from your university or college how much they will be charging you before you apply for a Tuition Fee Loan.

I want to apply for a loan to pay the full tuition fee charged by my university or college

Tick

I don't want to apply for a loan for the full tuition fee, I only want a loan for

£

Loan request section

Contact details

You need to give us the name and address of at least one additional contact. We'll only contact them if we can't get in touch with you, for example if you move address and forget to tell us. If you don't give us at least one contact, your student finance may be delayed.

By entering these details, you're confirming you've told your additional contacts about this and they're happy for Student Loans Company to contact them if necessary.

Contact 1

First name(s)

Surname

Relationship to you

Address

Postcode

Phone number

Contact 2 (contact 2 must live at a different address from contact 1)

First name(s)

Surname

Relationship to you

Address

Postcode

Phone number

Section 6

Dependent and independent students

This section determines whether you are a dependent or an independent student. This is important as it establishes whose income we need to take into account from your household before we calculate your entitlement.

a1 Will you be aged 25 or over on the first day of the academic year?

Yes No

if Yes, you are an independent student, go to section 7

a2 Have you been married or in a civil partnership at any time before the first day of the academic year?

Yes No

if Yes, you are an independent student, go to section 7

a3 Will you have care of a person under the age of 18 on the first day of the academic year? **ne**

Yes No

if Yes, you may be considered an independent student, go to section 7

b Please tick the relevant box if any of the following apply to you

Your parents cannot be found or it is not reasonably practicable to get in touch with them.

You are irreconcilably estranged from (have no contact with) your parents and this will not change. **n**

For any three month period ending after your 16th birthday and before the first day of the first academic year of your course you have been in the custody of, in legal care of, or have been given accommodation by a local authority but you have not been under the legal care of your parents. **n**

Both your parents are deceased.

You have applied for student finance before, and the parent who provided their income details is deceased.

Your parents are living outside the UK, Gibraltar or EU and the assessment of their financial circumstances would place them in jeopardy.

Your parents are living outside the UK, Gibraltar or EU and it would not be reasonably practicable or possible for them to send you money.

If you have ticked any of the boxes above, you will be contacted for evidence and, subject to this, you may be considered independent.

if you have ticked any of the boxes above, go to section 7

Section 6

Dependent and independent students

- c Have you supported yourself financially for a total of three years or more before the start of the first academic year of your course? **ne**

Yes No

if No, you are a dependent student, go to section 7

If 'Yes', you may be considered an independent student. Please give details below.

Name and address of your employer or your benefit office	Did you work full or part-time	From	To	Amount of salary wages or benefit you have received (state whether it was weekly, monthly or yearly) e
		(MM YYYY)	(MM YYYY)	

Section 7

Student financial questions

The academic year is determined by when you begin your study. Please see page 8 of the guidance notes for academic year dates.

If you leave any question blank we will not be able to process your application.

If a question does not apply to you, please enter 'None' or 'N/A' as the answer.

Unearned income

- a** Taxable **unearned** income is any income you receive from the following sources:
- Bank or building society gross interest
 - Property, lettings or rent
 - Dividends or investments
 - Trusts or sponsorships
 - Any other payment received for attending the course

Please estimate the total taxable **unearned** income, before deductions, that you expect to receive for this academic year.

£

What is the source of this income?

Payments from an employer

- b1** Will your employer be releasing you to attend your course this academic year?

Yes No

If no, go to c

If 'Yes', how much will your employer pay you for time spent attending your course during this period?

£

- b2** During this academic year, will you or your employer pay any money into a pension fund on your behalf?

Yes No

If 'Yes', how much during this period?

£

Dependent children

- c** Give details of any children who will be wholly or mainly financially dependent on you during this academic year.

Child's full name

Date of birth

Relationship to you

Who will they live with?

(DD MM YYYY)

Section 8

About your family **n**

If you are a **dependent student** go to question **a**.

If you are an **independent student with a partner**, please read and sign the **terms and conditions** on **pages 29 and 30** and then pass this form to your partner to complete **section 9**.

If you are a **single independent student**, go to the **terms and conditions** on **pages 29 and 30**.

a Which parent do you normally live with, or have more contact with?

Mother Father

or

Both parents N/A

b What is the current relationship status of this parent?

- Single
- Living with a partner
- Married/civil partnership
- Separated **e**
- Divorced/dissolved civil partnership **e**
- Widowed/surviving civil partner **e**

What you need to do next

Read and sign the **terms and conditions** on **pages 29 and 30** and then pass this form to your parent(s).

What your parent(s) need to do next

The parent(s) you normally live with should complete **section 9**.

If the parent indicated in 'a' is married, in a civil partnership or living with a partner, their partner must also complete **section 9**.

These terms and conditions (“terms”) and applicable legislation apply to all of the student finance available to students for the academic year 2022/23.

I understand that I must read the specific terms about the student finance products available because they will affect me if I apply for them at any time in this academic year.

I understand that my application for student finance may be delayed unless I sign and date these terms.

Loan Contract

1. I confirm I have read and understood these terms and A Guide to Terms and Conditions available at www.gov.uk/studentfinance
2. I confirm that to the best of my knowledge and belief, the information I have provided is true and complete. If it is not, I understand that I may not receive student finance, any support I have had may be withdrawn and I could be prosecuted.
3. I understand that student finance is provided to me by the Secretary of State for Education (the “Lender”) which includes any persons acting on his/her behalf and any replacement(s) under section 23(4) of the Teaching and Higher Education Act 1998 as amended or replaced from time to time (the “Act”).
4. I understand these terms, the Act and the regulations made under section 22 of the Act will apply to any student finance provided to me by the Lender.
5. I understand that “student finance” in these terms means financial support by way of grant(s) and/or loan(s) made by the Lender under the regulations.
6. I understand that the Student Loans Company Limited (“SLC”) carries out certain functions on behalf of the Lender.

My Obligations

7. I understand that if I have:
 - i. reached the age of 18 years; and
 - ii. have entered into agreement(s) for a loan under section 22 of the Act before I reached the age of 18 years,I am agreeing to “ratify” any and all such student loans by signing these terms. This means that I confirm I entered into agreement(s) with the Lender and agree to the terms of any such previous agreement(s). If I have reached the age of 18 and refuse to “ratify” any previous agreement(s), I understand that I will not be eligible to get any further student finance under the regulations.
8. I agree to give SLC any information they need in support of this application for student finance and to seek repayment.

9. I agree to tell SLC immediately if my circumstances change in any way that might affect my entitlement to student finance. I understand that if I do not do this I may not get any further payments and I may have to repay the student finance I have already received. I agree that from the date I submit my student finance application until my loan(s), together with all and any interest, penalties and charges which apply, is fully repaid I must tell SLC about any changes in my personal details (including my National Insurance number) and contact details I have provided.
10. I agree that if I get an overpayment of student finance, I need to repay this in full and that any overpayment may be taken from any future entitlement to student finance.
11. I agree that I will repay the Lender any loan(s), together with all and any interest, penalties and charges which apply. I understand that this repayment will be due by me to the Lender as a debt. If I breach any of the terms of my loan, I agree to pay any charges and penalties which apply under the Act and the regulations. I understand that I will repay my loan(s) through the United Kingdom (“UK”) tax system and/or I may repay SLC directly. If I live abroad, I will repay my loan(s) to SLC directly.
12. I agree that any loan(s) made to me in accordance with the regulations once my application is accepted by the Lender is a/are contract(s) between me and the Lender. I understand that I am liable for my loan(s) and will be charged interest from the first payment of the loan advance by the Lender.
13. I agree to tell SLC if I leave the UK to live outside the UK or if for any other reason I am outside the UK tax system for more than three months.

Legal Action and Applicable Law

14. In the event of any legal action, I agree that the laws of England and Wales will apply and that the courts of that part of the UK will hear any legal action. If my address is outside the UK the laws of the part of the UK where my education provider is situated will apply and the courts of that part of the UK will hear any legal action. I agree that the Lender has the right to take legal action against me in any other court with jurisdiction.

Sharing Information

15. If I am in breach of these terms and/or the regulations I agree that the Lender may share information held about me and my account with third parties, including the government or a government agency of another country, who may help to locate me and/or help take action to recover any payments I owe.



16. I confirm where I have provided any personal information about any other person in my student finance application, I have done so with their consent.
17. I understand that SLC will process my personal data in line with the Privacy Notice available at www.sfengland.slc.co.uk/privacy-notice which may be updated from time to time.

Disabled Students' Allowance ("DSA")

This section applies if I apply for DSA this academic year.

18. I understand that any equipment I receive through DSA must be used for my course of study and that I am responsible for paying any repair costs.

19. I understand SLC reserves the right to pay the suppliers of any approved equipment and support directly. I will be notified if SLC will make payments directly to suppliers on my behalf.

Alternative Funding

20. I confirm that I am not studying on my course as part of an apprenticeship.

Customer Reference 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"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

Your full name (in BLOCK CAPITALS)

Your signature (in ink)

Today's date (in ink)

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

The relevant person(s) you indicated in section 9 must complete section 9 and 10 as well as the declaration(s) on page 39. **Please pass this form to them now.**

If you are a single independent student, please turn to page 43 to finalise your application.

Section 9

Financial details for tax year 2020-21 for parents and partners

Who needs to complete this section?

Section 8 of this form tells you who needs to complete this section.

What details do I need to provide in this section?

You need to tell us some personal details and what your financial income was for tax year 2020-21. You must tell us your 2020-21 income details as we cannot accept amounts from any other tax year. We need your income amounts so we can work out what the student(s) you are supporting is entitled to.

Before completing this form, you should read the Privacy Notice on page 26 of the accompanying notes.

The student may be eligible for a bursary or scholarship. In order for a university or college to determine and pay any bursary or scholarship to which the student(s) you are supporting may be entitled, we will share some of your personal and financial details with them. For more information about this, read our Privacy Notice.

About this section

Section 9 is split into six parts:

Part A - Tell us your name and address and some other personal information.

Part B - Tell us your National Insurance number.

Parts C and D - Answer every question.

Part E - Answer every question and tell us about any income deductions for tax year 2020-21 where appropriate.

Part F - Tell us about any children who are financially dependent on you.

How to complete this section

If you are a single parent of the student


Enter your information as Person 1, leave Person 2 blank.

If there are two parents in the student's household

Complete this section with information for both Person 1 and Person 2.

If you are an independent student with a partner

Your partner needs to enter their information as Person 1, leave Person 2 blank.

If you're self assessed – read page 20 of the notes for more information. 

If you're not self assessed – you can use your P60 to complete this section.

What happens if my household income has dropped since tax year 2020-21?

If your household income will be **at least** 15% less than it was in tax year 2020-21 you can apply for a Current Year Income Assessment.

This means we would use your expected income for tax year 2022-23 instead of your actual income from tax year 2020-21 when calculating the student's entitlement. However, there must be at least a 15% drop in the **overall household income** (not just your own income) between these two tax years for us to do this and we will ask for evidence of your 2022-23 income at the end of that tax year.

Section 9

Financial details for tax year 2020-21 for parents and partners

Part A – Your personal details

Person 1

Your Customer Reference Number
(If you have one)

Relationship to the student

Title

First name(s)

Surname

Any other names you may be known by

Date of birth

Place of birth

(name of town or village exactly as it appears on
your birth certificate or passport)

Home address

Postcode

Home telephone number

Email address

Person 2

Your Customer Reference Number
(If you have one)

Relationship to the student

Title

First name(s)

Surname

Any other names you may be known by

Date of birth

Place of birth

(name of town or village exactly as it appears on
your birth certificate or passport)

Home address

Postcode

Home telephone number

Email address

You do not have to disclose your financial information to the student.

If you would like to provide your financial information separately, you can download a form at
www.gov.uk/studentfinance or alternatively, you can have the form sent to you by ticking the box below:

Person 1

Send me a separate form


Person 2

Send me a separate form

Section 9

Financial details for tax year 2020-21 for parents and partners

Part B – Data sharing and you

We will share and check the details you give us with HM Revenue & Customs, allowing us to gain the most accurate information possible. This can only be done if you have a valid National Insurance (NI) number. 

Person 1

I have an NI number

Please provide your NI number below:

- -

You are now ready to provide your financial information.

go to Part C

I do not have an NI number

If you do not have an NI number because you receive non-UK taxable income, please provide the equivalent financial information in pounds sterling.

You are now ready to provide your financial information.

go to Part C

Person 2

I have an NI number

Please provide your NI number below:

- -

You are now ready to provide your financial information.

go to Part C

I do not have an NI number

If you do not have an NI number because you receive non-UK taxable income, please provide the equivalent financial information in pounds sterling.

You are now ready to provide your financial information.

go to Part C

Section 9

Financial details for tax year 2020-21 for parents and partners


Part C - Your financial information for tax year 2020-21

Instructions

- Please give gross financial details for tax year from **6 April 2020 to 5 April 2021**.
- Answer 'Yes' or 'No' to every question. If you answer 'Yes' please provide the income amount.
- If any questions are left blank we will not be able to process this application.



You do not need to send us any evidence. However, you should keep all of your 2020-21 financial evidence as we may ask for it at a later date to verify the details you have provided.

Q1 Did you receive any income from salary, wages, taxable state benefits or from occupational or private pensions? 

a Total income from salary/wages

b Total income from taxable state benefits

c Total income from occupational pension(s)

If you receive a lump sum pension, only declare the amount you received that you paid tax on.

d Total income from private pension(s)

If you receive a lump sum pension, only declare the amount you received that you paid tax on.

Person 1

Yes No
▼

£

£

£

£

Person 2

Yes No
▼

£

£

£

£

Q2 Did you receive any income from a state retirement pension?

a Total lump sum amount received

b Total non-lump sum amount received

Person 1

Yes No
▼

£

£

Person 2


Yes No
▼

£

£

Section 9

Financial details for tax year 2020-21 for parents and partners

Q3 Did you receive any income from savings and investments? 

- a** Total interest from UK banks, building societies and unit trusts
- b** Total income from UK life insurance gains, securities and partnerships
- c** Total income from UK investments and dividends
- d** Total income from foreign investment and dividends

Person 1

Yes No

£

£

£

£

Person 2

Yes No

£

£

£

£

Q4 Did you receive any taxable benefits in kind? 

Total income received from taxable benefits in kind

Person 1

Yes No

£

Person 2

Yes No

£

Q5 Did you receive any other income during tax year 2020-21 that you **haven't** yet told us about?

Person 1

Yes, go to Part D

No, go to Part E

Person 2

Yes, go to Part D

No, go to Part E

Section 9

Financial details for tax year 2020-21 for parents and partners

Part D - Other income


Instructions

- Complete Part D in the same way you completed Part C giving gross financial details for the tax year from **6 April 2020 to 5 April 2021**.

	Person 1	Person 2
Q1 Did you receive any income from self-employment?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
a Total adjusted profit from businesses	£ <input type="text"/>	£ <input type="text"/>
b Total adjusted profit from partnerships	£ <input type="text"/>	£ <input type="text"/>
Q2 Did you receive any income as a Minister of religion?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Total taxable income minus expenses that are not included on your P60 or P11D	£ <input type="text"/>	£ <input type="text"/>
Q3 Did you receive any other taxable income or lump sums?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Total other taxable income or lump sums	£ <input type="text"/>	£ <input type="text"/>
Q4 Did you receive any income from property lettings?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Total income received from property lettings	£ <input type="text"/>	£ <input type="text"/>
Q5 Did you receive any income from UK trusts?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Total income received from UK trusts	£ <input type="text"/>	£ <input type="text"/>

Section 9

Financial details for tax year 2020-21 for parents and partners

Q6 Did you receive any foreign income? 

Total foreign income received

Person 1


Yes No

£

Person 2

Yes No

£

Q7 Did you receive any income from an overseas pension? 


Total income received from an overseas pension

Yes No

£

Yes No

£

Q8 Did you receive any other overseas income and gains? 

Total income received

Yes No

£

Yes No

£

Part E – Income deductions

Instructions

- Complete Part E in the same way you completed Part C giving gross financial details for the tax year from **6 April 2020 to 5 April 2021**.

Q1 Did you pay any private pension contributions?

Total amount you paid

Person 1

Yes No

£

Person 2

Yes No

£

Q2 Did you pay any Additional Voluntary Contributions (AVCs)?

Total amount of AVCs you paid

Person 1


Yes No

£

Person 2

Yes No

£

Q3 Did you have any allowable expenses on which you claimed tax relief? 

Total amount on which you claimed tax relief

Person 1

Yes No

£

Person 2

Yes No

£

Section 9

Financial details for tax year 2020-21 for parents and partners

Part F – Your dependants

Identify any children who will be wholly or mainly financially dependent on you. If you need to tell us about more children, use the Additional notes section at the back of this form.

Q1 Child dependants not in further or higher education in academic year 2022/23

Full name

Full name

Date of birth

Day Month Year
 / /

Date of birth

Day Month Year
 / /

Q2 Child dependants in further or higher education in academic year 2022/23

Do **not** include the applicant when completing this question.

If the student is your partner, please include any children they named in section 7 of this form if the children have applied for student finance.

Full name

Full name

Date of birth

Day Month Year
 / /

Date of birth

Day Month Year
 / /

School, college or university

School, college or university

Course

Course

Are they receiving financial support? If so, from which authority or organisation?

Are they receiving financial support? If so, from which authority or organisation?

Do you want to support this student's application for student finance?

Yes No

Do you want to support this student's application for student finance?

Yes No

Declaration for parents and partners

This application for financial support may be delayed unless you sign and date this declaration.

- I confirm that to the best of my knowledge and belief, the information I have provided is true and complete. If it is not I understand the student(s) I am supporting may have their support withdrawn and I could be prosecuted.
- I agree to supply any further information in relation to the applicant's application for financial support that SLC may ask for and agree to tell them immediately if my circumstances change in any way that might affect this application for financial support.

Person 1

Your full name (in BLOCK CAPITALS)

Your signature

Today's date

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Person 2

Your full name (in BLOCK CAPITALS)

Your signature

Today's date

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Returning the form

To make sure the student receives their first payment at the start of term, this form **should** be returned with all of the evidence we need as soon as possible.



Now pass this form back to the student.

Additional notes

If you are providing extra information please clearly mark what section and question the information is about.

Additional notes

If you are providing extra information please clearly mark what section and question the information is about.

Voluntary questions

The following questions are voluntary - you do not have to answer them. Whether or not you answer will not affect our assessment of your entitlement to financial support. If you answer both questions a and b, the information will be used to help the Department for Education develop their policies in the future.

- a** **Your parents' education** (this includes your natural parents, your adoptive parents, your step-parents, partners of your parents, and your guardians).

Do any of your parents (as defined above) have any higher education qualifications, for example degrees and diplomas or certificates of higher education?

Yes No Don't know

- b** How would you describe your ethnic origin?

White

British
 Irish
 Any other white background

Black or Black British

African
 Caribbean
 Any other black background

Mixed

White and black Caribbean
 White and black African
 White and Asian
 Any other mixed background

Chinese or other ethnic group

Chinese
 Any other

Asian or Asian British

Indian
 Pakistani
 Bangladeshi
 Any other Asian Background

Checklist

Before you return this form please make sure that:

You have answered all the questions that apply to you 

You have **signed** and **dated the terms and conditions** 

You have included all the evidence we need with this form 



If you don't send all the evidence we need, your application may be delayed and you may end up getting **less** student finance than you are entitled to.



Remember, **you don't need to send your UK passport** as proof of your identity. You only need to **complete your UK passport details in section 1**. If you send your passport it may take several weeks before we can return it to you.

What happens next

It can take at least 6 weeks to assess your application and all the relevant evidence. We'll then send you a letter showing the amount of financial support you'll receive.

You must return your completed form to the address shown below.

**Student Finance England
PO Box 210
Darlington
DL1 9HJ**

Deadline

To make sure you receive your first payment at the start of term, you **must** return this form and all of the evidence we need as soon as possible.

If your application form is returned **more than 9 months from the start of your academic year** it won't be processed, and you may lose your full entitlement to student finance.