





### You can apply in 4 easy steps

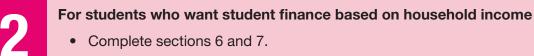
Depending on your circumstances you may not need to complete all of the steps.



#### 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 31 and 32.

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.





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



#### 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.



#### For all students

- Make sure that you have signed the terms and conditions on pages 37 and 38.
- If you asked someone to complete section 9, make sure that they have signed their declaration(s) on page 47.
- Where you see this you should check the notes for specific **information** to help you complete a question or section.
- 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 22 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.

#### **Personal details**

a Customer Reference Number

Title

First name(s)

Surname

Any other names you may be known by

Sex

Date of birth (DDMMYYYY) 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 间

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.

#### **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.

٦ ٢	Female	
] []/[		

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

No – go to b3

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

Passport number	
First name(s)	
Surname	
Date of issue (DDMMYYYY)	
Date of expiry (DDMMYYYY)	go to c

**b3** If you don't have a valid UK passport, you can send us a photocopy of your UK birth or adoption certificate.

If you're a non-UK national, we'll ask you for some identity information at section 3.

#### **Contact details**

c All correspondence we issue will be sent to this address. You can update your address at any time by logging into your online account or by calling us.

Contact address	
Postcode	
Contact phone number	
Mobile phone number	
Email address	

#### **Relationship status**

d What is your current relationship status?

Single
Living with a partner If you're under 25 and have been married/in a civil partnership before, you should also tick the box for the relevant marital status below.
Married/civil partnership
Please give the date of marriage/civil partnership (DDMMYYYY)
Separated C
Divorced/dissolved civil partnership
Widowed/surviving civil partner

# **Section 2** Previous support and qualification history

а	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	No Yes – give details What is the source of this funding?
	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.	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.



Section 2 Previous support and qualification history

d Do you have Qualified Teacher Status?

<b>No</b> – <b>go to e1</b> 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 e

**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**

Course 1	Course 2
Full course title (for example, BA (Hons) English)	Full course title (for example, BA (Hons) English)
Name and address of university or college (including town and country)	Name and address of university or college (including town and country)
Start Date (MM/YYYY)         End Date (MM/YYYY)         Course type (FT/PT/DL)	Start Date (MM/YYYY)         Date (MM/YYYY)         End Date (MM/YYYY)         (FT/PT/DL)
Course 3	Course 4
Full course title (for example, BA (Hons) English)	Full course title (for example, BA (Hons) English)
Name and address of university or college (including town and country)	Name and address of university or college (including town and country)
Start Date (MM/YYYY)         Course type         End Date (MM/YYYY)         (FT/PT/DL)	Start Date (MM/YYYY)       Course type         End Date (MM/YYYY)       (FT/PT/DL)

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

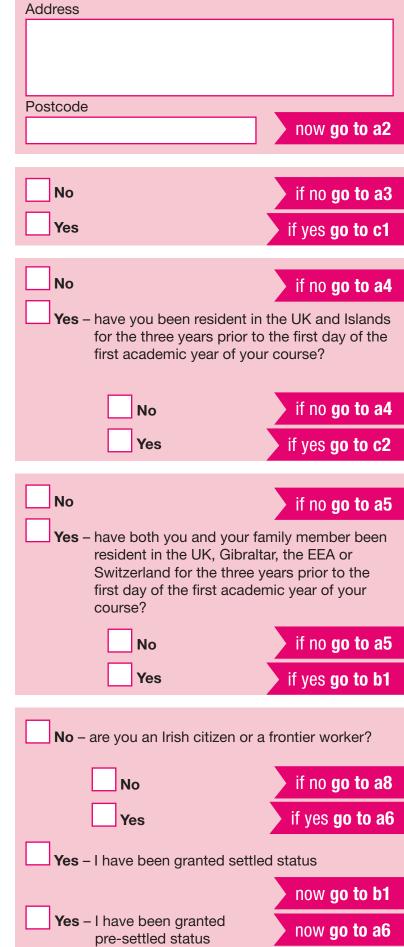
- e3 Did you achieve a qualification for the course(s) you've listed in e1?
  If you answer no to all the courses, go to section 3.
- f Please tick the relevant box(es) to show which qualifications you have achieved

	Funding received Applied for funding
Course 1	Yes No Yes No
Course 2	Yes No Yes No
Course 3	Yes No Yes No
Course 4	Yes No Yes No
Course 1	Yes No
Course 2	Yes No
Course 3	Yes No
Course 4	Yes No

Degree <b>with</b> 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 Where do you normally live when you're not studying?



- Are you a UK national? 
   If you have been granted a status under the EU Settlement Scheme, answer no to this question and complete question a5.
- a3 Are you an Irish citizen?

- a4 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?
- a5 Have you been granted settled status or pre-settled status under the EU Settlement Scheme?

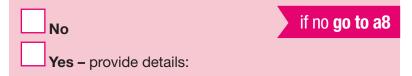
Are you the child of a Swiss national?	<ul> <li>No</li> <li>Yes - have you been resident in the UK, Gibraltar, the EEA or Switzerland for the three years prior to the first day of the first academic year of your course?</li> <li>No - have you been resident in the UK, the EEA, Switzerland, or the Overseas Territories, where at least part of that period has been spent in an Overseas Territory other than Gibraltar, for three years prior to the first day of the first academic year of your course?</li> <li>No</li> <li>No</li> <li>Yes - you will only be eligible for tuition fee funding. Provide your information below.</li> </ul>
	Provide your information
	now <b>go to b2</b>

**a6** 

Are you or your family member an EEA a7 if no go to a8 No or Swiss national who is working, has worked, or is looking for work in the Yes - I have been working or looking for UK? work in the UK. For a list of family members see notes. If you have lived in the UK, the EEA, Switzerland Yes - my family member has been working or or the Overseas Territories for the three years looking for work in the UK. My family member prior to the first day of the first academic year of your course, where at least part of that period is my: has been spent in an Overseas Territory other than Gibraltar, you can only apply for tuition fee husband/wife/civil partner funding. You should complete this question, then continue to question b2. 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. Have you been resident in the UK, **Yes** – provide details of you/your family member's Gibraltar, the EEA and Switzerland for employment. You should also provide details the three years prior to the first day of of your previous study. the first academic year of your course? No - have you been resident in the UK, the EEA, Switzerland, or the Overseas Territories, where at least part of that period has been spent in an Overseas Territory other than Gibraltar, for three years prior to the first day of the first academic year of your course? if no go to a8 No **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.

#### a7 continued

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



Provide your/their status details:

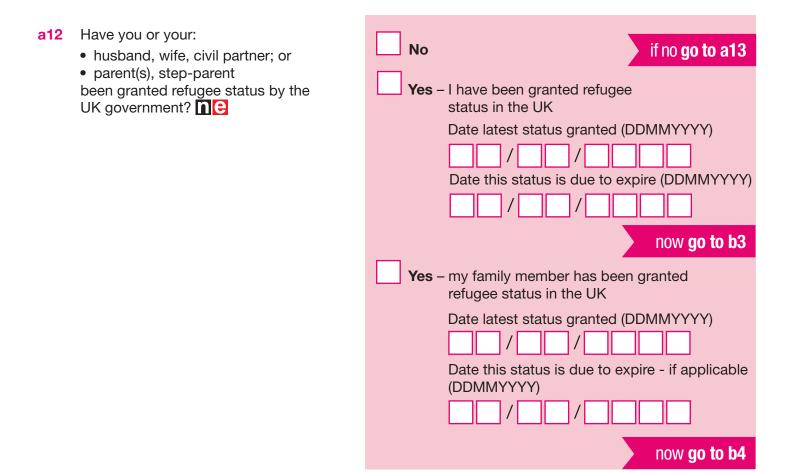
I have been working or looking for work in the UK
Provide <b>your</b> :
Expiry date of pre-settled status (DDMMYYYY)
now <b>go to b1</b>
My family member has been working or looking for work in the UK
Provide <b>your</b> :
Expiry date of pre-settled status (DDMMYYYY)
Provide your family member's:
Expiry date of pre-settled status (DDMMYYYY)
now <b>go to b2</b>

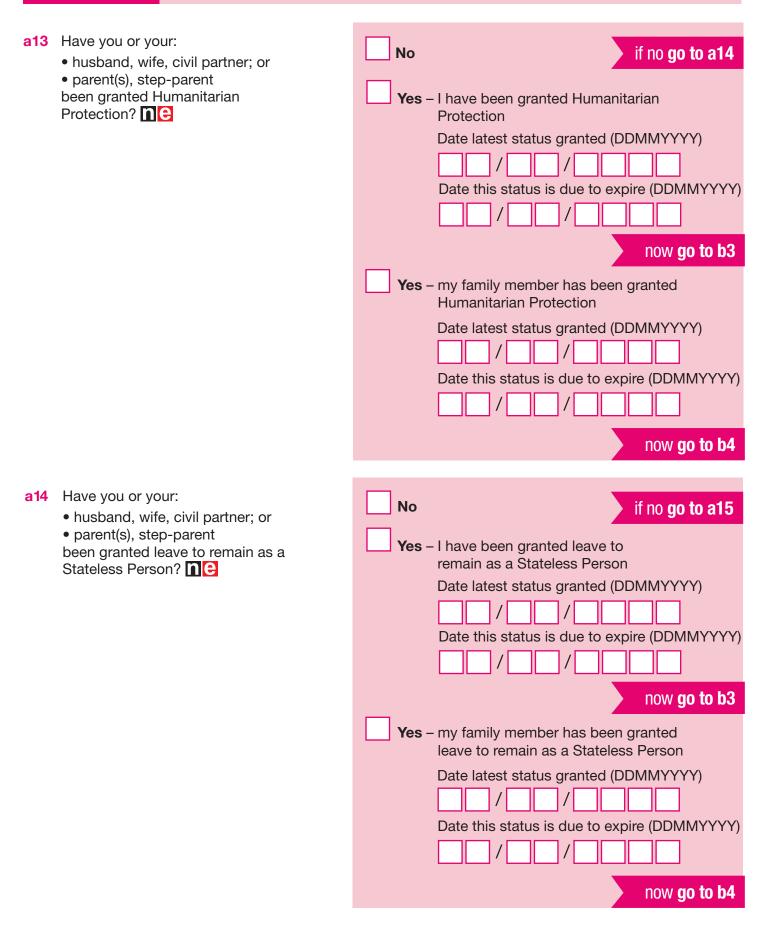
Are you the child of a Turkish worker a8 No if no go to a9 who is working in the UK? If you have lived in the UK, the EEA, Switzerland Yes - has your Turkish worker parent/step-parent or the Overseas Territories for the three years been granted extended leave to remain in the prior to the first day of the first academic year of your course, where at least part of that period UK beyond 31 December 2020 by the Home has been spent in an Overseas Territory other Office? than Gibraltar, you can only apply for tuition fee funding. You should complete this question then if no go to a9 No the remainder of the form. Yes - were you and your Turkish worker parent/step-parent living in the UK by 31 December 2020? if no go to a9 No now go to b2 Yes a9 Have you or your family member No if no **go to a10** been granted leave under the Afghan Relocations and Assistance Policy Yes - I have been granted leave under the ARAP (ARAP) or the Afghan Citizens or ACRS Resettlement Scheme (ACRS)? Provide your: Date latest status granted (DDMMYYYY) Date this status is due to expire - if applicable (DDMMYYYY) now go to b3 Yes - My family member has been granted leave under the ARAP or ACRS. My family member is my: Husband/wife/civil partner parent or step-parent Date latest status granted (DDMMYYYY) Date this status is due to expire - if applicable (DDMMYYYY)

SFE/PTMNF/2425

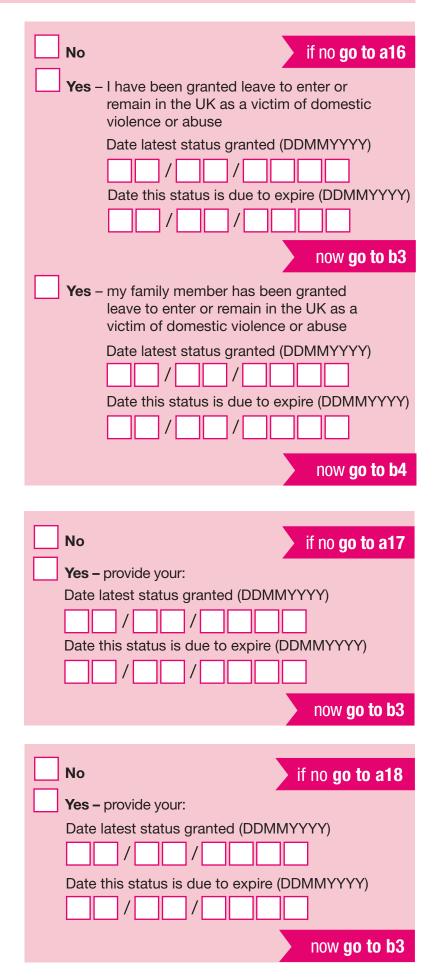
now go to b4

a10 Do you have 'settled status' in if no go to a11 No the UK not granted under the EU Settlement Scheme? **Yes** – provide your: Date latest status granted (DDMMYYYY) now go to b1 a11 Have you or your No if no go to a12 • husband, wife, civil partner; or parent(s), step-parent Yes - I have been granted leave under a been granted 'Limited Leave to Enter Ukraine Scheme or Remain' under a Ukraine Scheme ? By Ukraine Scheme we mean: Date latest status granted (DDMMYYYY) • the Ukraine Family Scheme; • the Homes for Ukraine Sponsorship Scheme; Date this status is due to expire - if applicable · the Ukraine Extension Scheme; or (DDMMYYYY) • the Ukraine Permission Extension Scheme. now go to b3 Yes - My family member has been granted leave under a Ukraine Scheme. My family member is my: Husband/wife/civil partner parent or step-parent Date latest status granted (DDMMYYYY) Date this status is due to expire - if applicable (DDMMYYYY) now go to b4





a15 Have you been granted indefinite leave to enter or remain in the UK as a victim of domestic violence or abuse, or are you the child of someone who has?



a16 Have you been granted leave to remain in the UK under section 67 of the Immigration Act 2016, or have you been granted leave in line as the dependent child of someone who has?

a17 Have you been granted leave in line

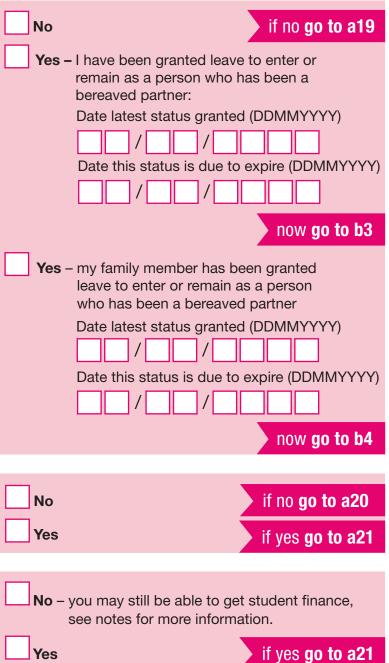
with 'Calais leave' in the UK, or have you been granted leave in line as the

dependent child of someone who has?

ne

a18 Have you or your parent or step-parent been granted indefinite leave to remain as a person who has been a bereaved partner?

- a19 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?
- a20 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?



a21 For the three years before the first day of the first academic year of your course, have you had a form of leave to remain in the UK issued by the Home Office that we haven't asked you about in this form?	No Yes - provide the: Date this status was granted (DDMMYYYY) Date this status is due to expire (DDMMYYYY)
Provide details for yourself	
What proof of identity do you have? We will verify your details with the Home Office to confirm your identity, nationality, and residency. Give these details exactly as they are on your proof of identity	<ul> <li>Biometric residence card</li> <li>Biometric residence permit</li> <li>Passport</li> <li>National identity card</li> </ul>
Given names	
Family names	
Document number	
Nationality on your proof of identity	
	now go to c1



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.

### Part B

b1 Provide details for yourself	
What proof of identity do you have? We will verify your details with the Home Office to confirm your identity, nationality, and residency.	<ul> <li>Biometric residence card</li> <li>Biometric residence permit</li> <li>Passport</li> </ul>
Give these details exactly as they are on your proof of identity	National identity card
Given names	
Family names	
Document number	
Nationality on your proof of identity	
	now go to c2

b2	Provide details for yourself and your family member <b>What proof of identity do you have?</b> We will verify your details with the Home Office to confirm your identity, nationality, and residency. <b>Give these details exactly as they are</b>	<ul> <li>Biometric residence card</li> <li>Biometric residence permit</li> <li>Passport</li> <li>National identity card</li> </ul>
	on your proof of identity	
	Given names	
	Family names	
	Document number	
	Nationality on your proof of identity	
	What proof of identity do you have? If you're providing your family member's details, you acknowledge that you must inform them. We will verify their details with the Home Office to confirm their identity, nationality, and residency.	<ul> <li>Biometric residence card</li> <li>Biometric residence permit</li> <li>Passport</li> <li>National identity card</li> </ul>
	Give these details exactly as they are on your proof of identity	
	Given names	
	Family names	
	Date of birth (DDMMYYYY)	
	Document number	
	Nationality on your proof of identity	You need to provide your address history
		now go to c2

b3	Provide details for yourself	Biometric residence card
	What proof of identity do you have? We will verify your details with the Home Office to confirm your identity, nationality,	Biometric residence permit
	and residency.	Passport
		National identity card
	Give these details exactly as they are on your proof of identity	
	Given names	
	Family names	
	Document number	
	Nationality on your proof of identity	
	Have you lived outside the UK and Islands since your latest status was	No go to section 4
	granted?	Yes if yes go to c3

#### Residence – continued Section 3

#### b34 Provide details for yourself and your family member

#### What proof of identity do you have?

We will verify your details with the Home Office to confirm your identity, nationality, and residency.

#### Give these details exactly as they are on your proof of identity

Given names

Family names

Document number

Nationality on your proof of identity

#### What proof of identity do you have?

what proof of identity do you have?		
If you're providing your family member's details, you acknowledge that you must inform them. We will verify their details with the Home Office to confirm	Biometric resid	lence card
their identity, nationality, and residency.	Biometric resid	lence permit
	Passport	
	National identi	ty card
Give these details exactly as they are on your proof of identity		
Given names		
Family names		
Date of birth (DDMMYYYY)		
Document number		
Nationality on your proof of identity		
Have you lived outside the UK and Islands since your latest status was	No	go to section 4
granted?	Yes	if yes go to c3

Biometric residence card

Biometric residence permit

National identity card

Passport

#### Residence – continued Section 3

No

- **c1** 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?
- **c2** Give details of your residence for the three years before the start of the first academic year of your course. There should be no gaps in the dates you give us.

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

Full address         From       /         /       /         Why were you there?         Full address         From       /         /	Yes	if yes <b>go to c2</b>
From       /       /       /         To       /       /       /         Why were you there?       /       /       /         From       /       /       /       /         To       /       /       /       /       /         From       /       /       /       /       /       /         To       /       /       /       /       /       /       /         Full address       / <td></td> <td></td>		
To   Why were you there?   From   I    I   I <td>Full address</td> <td></td>	Full address	
To   Why were you there?   From   I    I   I <td></td> <td></td>		
Why were you there?   From   Image: Constraint of the second s	From / /	
Full address     From   1    1<	то / / /	
From   I   To   V   Wy were you there?   Full address   From   I   I   V   Why were you there?   Full address   From   I <td>Why were you there?</td> <td></td>	Why were you there?	
From   I   To   V   Wy were you there?   Full address   From   I   I   V   Why were you there?   Full address   From   I <td></td> <td></td>		
From   I   To   V   Wy were you there?   Full address   From   I   I   V   Why were you there?   Full address   From   I <td>Full address</td> <td></td>	Full address	
To   Why were you there?   Full address   From   I    I <tr< td=""><td></td><td></td></tr<>		
To   Why were you there?   Full address   From   I    I <tr< td=""><td></td><td></td></tr<>		
Why were you there?     Full address   From   1   0   1   1     Full address     From   1   1     Full address     From   1		
Full address     From   I <		
From   To   To   Why were you there?		
From   To   To   Why were you there?		
To   To   Why were you there?   Full address From I	Full address	
To   To   Why were you there?   Full address From I		
Why were you there?     Full address     From   /   To   /   Vhy were you there?	From	
Full address   From   Image: Constraint of the second s		
From / / / / / / / / / / / / / / / / / / /	Why were you there?	
From / / / / / / / / / / / / / / / / / / /		
To / / / / / / / / / / / / / / / / / / /	Full address	
To / / / / / / / / / / / / / / / / / / /		
Why were you there?	From / /	
	то / / /	
now <b>go to c4</b>	Why were you there?	
now <b>ao to c4</b>		
		now go to c4

if no go to c4

**c3** Provide your address history from the date you got your latest status to the first day of the first term of your course, or for the three years before the first day of the first term of your course, whichever is less.

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

Full address
From     /     /     /       To     /     /     /
Why were you there?
Full address
From / / / / / / / / / / / / / / / / / / /
Why were you there?
From / / To / / Why were you there?
Full address
From / / / / / / / / / / / / / / / / / / /
To / / / / / / / / / / / / / / / / / / /
now go to section 4

- c4 At any time since 1 September 2021 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 gi	ve details below
Full address	
From / / / / / / / / / / / / / / / / / / /	
Why were you there?	
Full address	
From	
Why were you there?	
Full address	
From     /     /     /       To     /     /     /	
Why were you there?	
Full address	
From / / / / / / / / / / / / / / / / / / /	
Why were you there?	

# Section 4 About your course and university or college

Name

#### University or college details

b1

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).

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?

When will you finish the last year of your course?

Are you entering your first year of study?

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?

**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?

Full address	
L	
Month Year	
Month Year	
No	
Yes	If yes, go to b2
Month Year	
£	

# Section 4 About your course and university or college

Course type (tick one box)					
С	Part-time undergraduate		Are you doing a part-time level 4 or 5 Higher Education course?		
			<b>No</b> (go to 4d)		
			Yes		
			Is this course an approved Higher Technical Qualification?		
			Νο		
			Yes		
	Part-time Initial Teacher Training (ITT) courses of up to 4 years in length				
	Part-time distance learning		Do you have a disability which prevents you from attending your university or college in		
			person?		
			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?		
			Yes No		
			Is this course an approved Higher Technical		
	Part-time Level 4 or 5 award, certificate, diploma or NVQ		Qualification? <b>(</b> If you're unsure you should speak to your college or university before		
			continuing with your application)		
			Yes		
			<b>No -</b> you should not continue with		
			this application as your course is not eligible for support. You		
			may be eligible for an Advanced		
			Learner Loan. Go to <b>www.gov.</b> <b>uk/advanced-learner-loan</b> for		
			more information.		
Torm	n details				
		Term 1			
d	Where will you be living during term time?	Living with parent(s)			
	We need to know about your living	Term 2			
	situation for each term as this can affect how much student finance you	Livi	ing with parent(s)		
	can get.	Els	ewhere or own home		
		Term 3			
			ing with parent(s)		
		Els	ewhere or own home		

# Section 4 About your course and university or college

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

Terr	n 1
	University or college
	Study abroad
erm	2
	University or college
	Study abroad
Terr	n 3
	University or college
	Study abroad

- 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)

Yes	No		

# Section 5 Your UK bank or building society account details

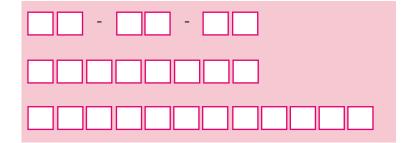
#### This account must be in your own name and be able to accept direct credits.

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.

Tick
£

#### **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

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

First name(s)	First name(s)
Surname	Surname
Relationship to you	Relationship to you
Address	Address
Postcode	Postcode
Phone number	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?
- a2 Have you been married or in a civil partnership at any time before the first day of the academic year?
- a3 Will you have care of a person under the age of 18 on the first day of the academic year?
- b Please tick the relevant box if any of the following apply to you

if Yes, you are an independent Yes No student, go to section 7 if Yes, you are an independent Yes No student, go to section 7 if Yes, you may be considered Yes No an independent student, go to section 7 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. 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. In 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?

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	То	Amount of salary wages or benefit you have received (state whether it was weekly, monthly or yearly)
		(MM YYYY)	(MM YYYY)	

# Section 7 Student financial questions

The academic year is determined by when you begin your study. Please see page 9 of the guidance notes for academic year dates.

ç

£

£

Yes

Yes

No

No

#### 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?

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?

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.

	Relationship to you	Who will they live with?
(DD MM YYYY)		

	_ [	-		
			-	
1				

If no, go to c

# Section 8 About your family In

Tick one of the following options: I am a dependent student - go to question a. I am an independent student with a partner, please read and sign the terms and conditions on pages 37 and 38 and then pass this form to your partner to complete section 9. I am a single independent student, go to the terms and conditions on pages 37 and 38. Which parent do you normally live with, or have more contact with? а Both parents N/A Mother Father or **b** What is the current relationship status of What you need to do next this parent? Read and sign the terms and conditions on pages 37 and 38 and then pass this form to your parent(s). Single Living with a partner What your parent(s) need to do next Married/civil partnership The parent(s) you normally live with should complete section 9. Separated 😑 If the parent indicated in 'a' is married, in a civil Divorced/dissolved civil partnership partnership or living with a partner, their partner Widowed/surviving civil partner must also complete section 9.

## Terms and Conditions **D**

These terms and conditions ("terms") and applicable legislation apply to all of the student finance available to students for the academic year 2024/25.

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

- I confirm I have read and understood these terms and A Guide to Terms and Conditions available at www. gov.uk/studentfinance
- 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.
- 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.
- 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	Alternative Funding
information about any other person in my student finance application, I have done so with their consent.	<ol> <li>I confirm that I am not studying on my course as part of an apprenticeship.</li> </ol>
<ol> <li>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.</li> </ol>	
Customer Reference Number	
Your full name (in BLOCK CAPITALS)	
Your signature (in ink)	Today's date (in ink)
X	Day Month Year

The relevant person(s) you indicated in section 9 must complete section 9 and 10 as well as the declaration(s) on page 47. **Please pass this form to them now.** 

If you are a single independent student, please turn to page 50 to finalise your application.

#### 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.

## Use the supporting notes to prevent any delays to the application



Where you see this icon it means there's additional information in the Supporting Notes which will help you complete your supporting application.

This could be information about how to complete a question or section or an instruction to send specific supporting documents.

Read the notes – if you don't answer a question or section correctly or you don't include the documents we need this will delay the students application.

## What details do I need to provide?

You need to provide:

- your personal details, such as your name and address;
- your National Insurance (NI) number (if you have one);
- details of any income from the UK or overseas for tax year 2022-23 that HM Revenue and Customs (HMRC) doesn't know about;
- details of any pension payments you made for the tax year 2022-23; and
- details of any other dependants.

## Why do I need to tell you my income from the 2022-23 tax year?

We use figures from this tax year because it is the most up-to-date information that HMRC holds for you.

You must tell us your 2022-23 income details as we cannot accept amounts from any other tax year. This ensures the student(s) you're supporting receives everything they're entitled to.

### What happens if my household income has dropped since tax year 2022-23?

If your household income is expected to or has dropped by at least 15% since tax year 2022-23, you can apply for a current year income assessment. This means we'd assess the student for funding based on your estimated income for tax year 2024-25.

You must still complete this form but can provide a more up to date income figure later to ensure the student gets paid the right amount. Read page 20 of the supporting notes for information on how to apply for a current year income assessment.

### Additional information

To find out how we'll use the information you provide go to **www.gov.uk/studentfinance** to read our Privacy Notice before completing this form.

#### If you have further questions you can:

- check out the supporting notes
- visit www.gov.uk/studentfinance

## Section 9

# Financial details for tax year 2022-23 for parents and partners

## Part A – Your personal details

Person 1	Person 2
Your Customer Reference Number	Your Customer Reference Number
(If you have one)	(If you have one)
Relationship to the student	Relationship to the student
Title	Title
Forename(s)	Forename(s)
Surname	Surname
Sex	Sex
Male Female	Male Female
What is your current marital status?	What is your current marital status?
Married/civil partnership	Married/civil partnership
Divorced/dissolved civil partnership	Divorced/dissolved civil partnership
Living with a partner	Living with a partner
Separated In	Separated I
Widowed/surviving civil partner	Widowed/surviving civil partner
Single	Single

Person 1 - continued	Person 2 - continued
Date of birth DDMMYYYY) Place of birth (name of town or village exactly as it appears on your birth certificate or passport)	Date of birth (DDMMYYYY) Place of birth (name of town or village exactly as it appears on your birth certificate or passport)
Contact address	Contact address
Postcode	Postcode
Contact telephone number	Contact telephone number
Email address	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



## Part B – Data sharing and you

**If you have a National Insurance (NI) number** you must provide it below. We will use your NI number to check your income for the 2022-23 tax year with HM Revenue & Customs. This allows us to gain the most accurate financial information.

**If you do not have an NI number** then we will need full evidence of your financial details for the 2022-23 tax year.

		Person 1	Person 2
Q1	Do you have an NI number?	Yes No - go to Q6	Yes No - go to Q6
	Provide your NI number:	go to Q2	go to Q2
Q2	Did you complete a self assessment tax return in the UK for the tax year 2022-23?	<b>Yes</b> - go to Q3 <b>No</b> - go to Q5	<b>Yes</b> - go to Q3 <b>No</b> - go to Q5
Q3	Did you receive any UK income that was under a tax threshold?	<b>Yes</b> - go to part C <b>No</b> - go to Q4	<b>Yes</b> - go to part C <b>No</b> - go to Q4
Q4	Did did you receive any income in tax year 2022-23 from overseas that <b>wasn't</b> declared to HMRC?	<b>Yes</b> - go to part D <b>No</b> - go to part E	<b>Yes</b> - go to part D <b>No</b> - go to part E
Q5	HMRC will tell us any income you received in the UK from employment, benefits and/or pensions. Did you receive any other income?	Yes - go to part C No - go to part E	Yes - go to part C No - go to part E
Q6	Did you have any income during the <b>2022-23</b> tax year?	<b>Yes</b> - go to part C <b>No</b> - go to part E	<b>Yes</b> - go to part C <b>No</b> - go to part E

## Part C - Other income in the UK

## Instructions

- Please give your financial details for the tax year from 6 April 2022 to 5 April 2023.
- Answer 'Yes' or 'No' to question Q1, if you answer 'Yes' please provide the income amount.
- If you answer 'No' to question Q1, this means you are telling us that you **did not** receive any income from that particular income type in tax year 2022-23.

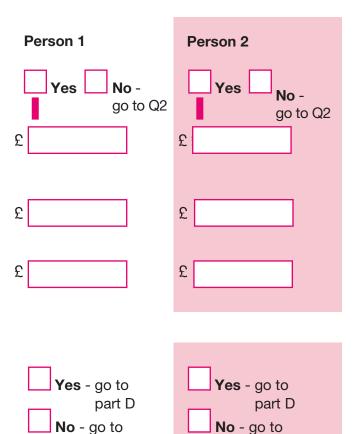
Although you may not have declared income to HMRC as it was below the taxable threshold, this needs to be declared and will be used when calculating the student's entitlement.

### **Financial details**

- Q1 Did you receive any income in the UK that HMRC doesn't know about?
  - a Total income from savings and investments Only tell us about the amount of interest/income you gained from savings and investments during the 2022-23 tax year, not the actual amount of savings or invested sums you had.
  - **b** Total income from property lettings, land or rent This includes the Rent a Room Scheme.
  - **c** Total income from casual/freelance earning(s)

This includes any supplementary sources of income.

Q2 Did you receive any income from overseas that you haven't already told HMRC about?



part E

part E

### Part D - Overseas income for tax year 2022-23

## Instructions

- Please give your financial details for the tax year from 6 April 2022 to 5 April 2023.
- Please enter your income in the currency you were paid in, you don't need to convert it.

You will need to send us evidence of any income declared in this section as HMRC are unaware of it.

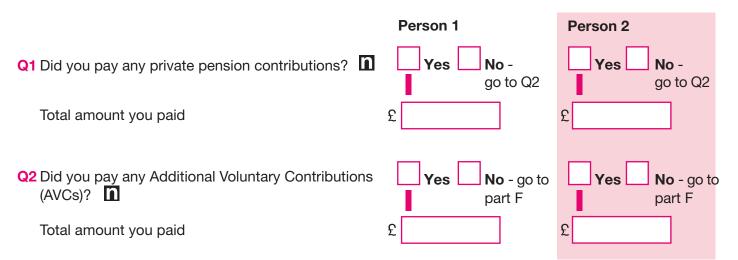
Financial details	Person 1	Person 2
Q1 Did you receive any income from overseas from the following sources:	<b>No</b> - go to part E	<b>No</b> - go to part E
	Yes	Yes
a Income from employment or self-employment		
If you have already informed HMRC of this income, you should not state it here.		
<b>b</b> Income from taxable state benefits		
c Income from occupational, private pension(s)		
If you received a lump sum pension, only declare the amount that you paid tax on.		
d Any other income		
<ul> <li>Examples of this includes income from:</li> <li>savings and investments;</li> <li>property lettings, land or rent; or</li> <li>casual freelance earnings.</li> <li>This is not an exhaustive list, you may have other income.</li> </ul>		
e Total overseas income that HMRC doesn't know about?		
Please total the amounts declared in questions a to d to provide an overall amount.		
<b>Q2</b> If your income in Q1 was not paid in pounds sterling, what currency was this paid in?		

### Part E – Income deductions

## Instructions

- Please give your financial details for the tax year from 6 April 2022 to 5 April 2023.
- Answer 'Yes' or 'No' to questions Q1 and Q2, if you answer 'Yes' please provide the income amount.

Any deductions declared in section 5 will reduce your household income figure when calculating the student(s) entitlement (as long as evidence is provided).



## Part F – Your dependants - not in further or higher education

Identify any children who will be wholly or mainly financially dependent on you.

### Q1 Child dependants not in further or higher education in academic year 2024/25

Do not include any dependants in further or higher education in Q1. Their details should be put into Q2. Include unearned income for **all** dependants.

If you have more than 2 children and need more space use the additional notes section from page 48.

Full name	Full name
Date of birth (DDMMYYYY)	Date of birth (DDMMYYYY)
Income for the year	Income for the year

#### Q2 Child dependants in further or higher education in academic year 2024/25

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

If the student is your partner, please include any children they named in their application for student finance if the children have applied for student finance.

If you have more than 2 children and need more space use the additional notes section from page 48.

Full name
Date of birth (DDMMYYYY)
School, college or university
Course
Are they receiving financial support? If so, from which authority or organisation?
Do you want to support this student's application for student finance?

## Declaration for parents and partners In

#### 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	Person 2
Your full name (in BLOCK CAPITALS)	Your full name (in BLOCK CAPITALS)
Your signature	Your signature
X	X
Today's date	Today's date

### **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.



# 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	<ul> <li>White and black Caribbean</li> <li>White and black African</li> <li>White and Asian</li> <li>Any other mixed background</li> </ul>
	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 <b>signed</b> and <b>dated the terms and conditions</b>	
	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 <b>less</b> student finance than you are entitled to.	
	Remember, <b>you don't need to send your UK passport</b> as proof of your identity. You only need to <b>complete your UK passport details in section 1</b> . 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.

# Give permission for someone to contact us on your behalf

If you'd like to give permission for a nominated person to talk to us about your account, you can use this form to set up Consent to Share (CTS) for them.

A nominated person could be:

- an individual person such as your parent, foster parent, sibling or partner; or
- a university/college advisor or a third party advisor. A third party advisor could be a social worker, personal advisor or charity advisor (from organisations such as WeBelong, Become or StandAlone).

# What your nominated person needs to know

When they call us, they'll need to pass our security authentication using the details you provide on this form. They'll be able to discuss and ask for:

- any information about your account, except for your bank details
- the status of your application and any evidence that we need
- correspondence you've been sent or request forms for you

## What do I need to do?

Section A - Complete this if you want to give permission to an individual person.

**Section B** - Complete this if you want to give permission to a university/college advisor or a third party advisor.

You can set up CTS for both an individual person and an advisor using the same access code.

If any of the details on this form are left out, we can't set up CTS.

Once you complete this form, please return it with your application form.

# Is there a way to allow a third party to make updates to my account?

You can give Power of Attorney (PoA) to a third party. A PoA is an official document where you can appoint an attorney allowing them to release or update information relating to your account. A PoA must contain the specific period for which the third party can act as an attorney, and the specific tasks they can perform. You can still complete the sections of the form below and send us a copy of the PoA document. As above, the person holding PoA must pass our security authentication.

# I've changed my mind and no longer wish to give permission. What should I do?

You can remove your permission at any time. To do this, call us on 0300 200 4050 or write to us at:

### Student Loans Company Limited 10 Clyde Place Glasgow G5 8DF

Once you tell us that you want to remove your permission, your nominated person won't be able to access your account information.

## Section A - Permission for an individual person

Provide the details of the individual person. When they call, they'll need to confirm your full name, customer reference number and these details that you're providing before accessing your account.

Forename	
Surname	
Date of birth (DDMMYYYY)	
Relationship to you	
Access code/Password (this should be different from the password you use to sign into your account)	
Contact address	
Postcode	
Date you want permission to be active from (DDMMYYYY)	
Date you want permission to end (this can be updated/extended at any time). (DDMMYYYY)	

## Section B - Permission for university or third party advisor

Provide the details of the university or third party advisor. When they call, they'll need to confirm your full name, customer reference number and these details that you're providing before accessing your account.

#### Advisor details

Advisor forename

Advisor surname

Organisation name

Department

Job title

#### Access details

Access code/Password

(this should be different from the password you use to sign into your account)

Date you want permission to be active from (DDMMYYYY)

Date you want permission to end (this can be updated/extended at any time). (DDMMYYYY)

## **Student Declaration**

I agree that the Student Loans Company Limited can exchange information about my student finance account with the person named.

I confirm where I have provided any personal information in relation to a third party, I have informed them of this.

Your customer reference number	
Your full name (in BLOCK	
Your signature (in ink)	_ Today's date (DDMMYYYY)
X	
