



EU/INTERNATIONAL HARDSHIP FUND APPLICATION

This fund exists to provide financial support to students not eligible for government funded discretionary funding through a small, non-repayable, grant in emergency or unexpected situations of financial hardship.

About You

Surname:	First Name(s):
Date of Birth:	ID Number:
Term-Time Address:	
Post Code:	Tel:
University Email:	

Important Information

Financial Hardship has to be unexpected and/or exceptional. We cannot assist with payment of tuition fees or replace maintenance.

You will be given the decision of your application using your university email address within 10 working days of receiving the application.

See the attached guidelines for further information.

Frequently asked questions are available online at www.ausa.org.uk/ausaadvice/hardshipfund

Return your completed application to AUSA Reception (Ground Floor) in the Students' Union Building, Elphinstone Road.

Eligibility

Nationality:		Country of Birth:	
Are you a Tier 4 Visa holder?	Yes	No	Do you live with your parents?
			Yes
			No
Who pays your tuition fees? If "other" please specify			
Self/Family	SAAS or LEA	Other: _____	
Programme Name and Level e.g. MA (English):			
Year of Study:			
Mode of Study	Full-Time	Part-Time	

Your Financial Circumstances

Have you previously applied for financial assistance from this fund?		Yes*	No
* If Yes:			
How much were you awarded?		£ _____	
When?	Month: _____	Year: _____	
Does your partner/spouse live with you in Aberdeen?		Yes	No
Do you have any dependants?		Yes*	No
* If Yes:			
Number of dependants and their ages: _____			
Do the above dependants live with you in Aberdeen?		Yes	No

Income

Please enter details of your income. Give all sums as amount per month, rounding each to the nearest £. If you are an undergraduate student in receipt of a scholarship/bursary/grant, the annual figure should be divided by 9 for this purpose.

	You	Your Partner/Spouse (if applicable)
Scholarship/Bursary/Grant		
Parental Contributions		
Pay (including part-time work)		
Other (please specify)		
Total Per Month		

Breakdown of Anticipated Household Expenditure

Please enter your household expenditure per month, rounding each sum to the nearest £.

	You	Your Partner/Spouse (if applicable)
Rent/Mortgage		
Council Tax		
Utility Bills		
Food		
Travel (during term-time)		
Other (please specify)		
Total Per Month		

Your Circumstances

You should add further information here in support of your application. Any recent and significant changes in financial circumstances beyond your control should be specified. Continue on a separate sheet if necessary.

If you are applying for financial assistance for a specific purpose please indicate the precise nature of your request. If you are seeking reimbursement on costs already occurred, then provide details of this and attach any relevant evidence (i.e. receipts).

Evidence

The below items must be included (where applicable), or we will not be able to consider your application. Please tick the boxes below to confirm you have attached them. We will not return documents, therefore, any documents submitted should be photocopies.

Sponsor letter showing payments for maintenance	Submitted?
Funding body award letter	Submitted?
3 months of itemised bank statements from all accounts	Submitted?
Other evidence (i.e. rent details, utility bills, credit card statements, payslips, etc.)	Submitted?

Additional Information

All applications are assessed by the University of Aberdeen Student Support and AUSA jointly. The data collected on this form will be used to assess your eligibility to receive an award from the EU/International Hardship Fun. This information will be stored securely and treated confidentially. The data will be held in line with the procedures set out in the AUSA Advice Code of Practice which can be found at www.ausa.org.uk/ausaadvice/about/codeofpractice

Declaration

I confirm that the University and AUSA may seek any further evidence necessary to substantiate my statements. If I receive an award, I understand that I may be asked to provide proof of actual expenditure later in the academic year. I understand that if I have knowingly made any false statements or declarations my application will be invalidated and that I shall be required to repay any award made. In those circumstances, I also understand that the matter may be considered under the University's Code of Practice on Student Discipline (non-academic).

Please sign and date the application and return it to AUSA Reception.

Signed: _____

Date: _____

For Office Use Only

Please do not complete this section

Date Received	
Name	
Student Number	
Degree Program	
PG/UG	
EU/International	

Award Made	
Reference Number	
Account Number	
Sort Code	

1	Is the student eligible? Confirm they are a fully registered student.	
2	Has the student provided all relevant evidence?	
3	Have all sections from the form been completed, signed and dated?	
4	Has the student provided their bank details?	
5	When was the decision sent to the student?	
6	Has an appeal been made? When?	
7	Has the outcome of the appeal been communicated to student?	

Authorised by UoA:	Authorised by AUSA:
Date:	Date: