# APPLICATION FOR EDUCATIONAL GRANT

## This form must be completed in full by the applicant. If you provide insufficient information in the form, the application for a grant will be declined. *Please read the attached Guidance Notes carefully before completing this form. Applicants must be under the age of 25.*

**Application forms and queries must be returned by 1st October to Mrs A Dingwall, The Old Post Office, Hatcliffe, DN37 0SL or by email to** **stanfordtrustclerk@gmail.com**

| **FULL NAME:** |  | **DATE OF BIRTH:** |  |
| --- | --- | --- | --- |
| **HAVE YOU PREVIOUSLY APPLIED FOR A GRANT? IF SO WHEN?** | **YES / NO****DATE:**  | **WHAT WAS YOUR AWARD AMOUNT:** | **£** |
| **FULL POSTAL ADDRESS:** **EMAIL ADDRESS:****CONTACT PHONE NO:** |  |
| **SCHOOLS AND COLLEGES PREVIOUSLY ATTENDED:(with dates)** |  |
| **ALL EXAMINATIONS PASSED:(with grades)****N.B. If you are completing this form before taking ‘A’ levels, please list the exams you will take *and confirm your results when received*.****Please see Guidance Note No 1** |  |
| **TITLE OF COURSE/TRAINING BEING UNDERTAKEN & THE QUALIFICATION YOU WILL ACHIEVE:** **WHERE WILL YOU BE STUDYING FOR THIS COURSE?****Please see Guidance Note No 2** |  |
| **IS YOUR COURSE AN APPRENTICESHIP? Does it meet the criteria for an Apprenticeship?** **See Guidance Note No 3** **IF ‘YES’ NAME AND ADDRESS OF EMPLOYER:** | **YES/NO** |
| **STARTING DATE:****EXPECTED FINISH DATE:** |  | **DURATION:****How long is your course or apprenticeship period?** |  |
| **REASON FOR SELECTING THIS COURSE/TRAINING: (not less than 30 words)****Please see Guidance Note No 4** |  |
| **WHAT DO YOU HOPE TO ACHIEVE AFTER COMPLETING THIS COURSE/TRAINING?(not less than 30 words)****Please see Guidance Note No 5** |  |
| **HOW WILL YOU USE THIS GRANT IF YOU ARE SUCCESSFUL?****Please see Guidance Note No 6** |  |

***I accept that the details I have provided will be held within a manual filing & computerised system. I agree to the processing and storage of these details in accordance with the relevant provisions of the current Data Protection Regulations.***

**Signed: Date:**

**Please return to: Mrs A Dingwall, The Old Post Office , Hatcliffe, N. E. Lincs. DN37 0SL or via email to** **stanfordtrustclerk@gmail.com** **by 1st October**

**Guidance Notes for the Grant Application Form**

***Please note that following changes in education, in order to be successful in obtaining a Stanford Trust Grant you need to be studying for a Level 4 or higher qualification or meet the criteria detailed below for an Apprenticeship.***

1. **Please detail what qualifications you have or will achieve. Please detail what level e.g. GCSE English Grade 5, A Level Maths Grade C, BTEC Level 3 in Childcare, etc.**
2. **Please detail which course or qualification are you going to be studying – this should be a level 4 qualification or higher - e.g. BA Hons Business Studies at Lincoln University; HNC Photography at Grimsby Institute; OR, if a recognised apprenticeship, e.g. Plumbing Apprenticeship with AN Other Plumbers, Grimsby**
3. **If you are applying for a grant as an Apprentice, then you must meet all the following criteria and be in employment (criteria from GOV.UK Apprenticeship Guide):**
	1. **work alongside experienced staff**
	2. **gain job-specific skills**
	3. [**earn a wage and get holiday pay**](https://www.gov.uk/apprenticeships-guide/pay-and-conditions)
	4. **get time for study related to your role (usually one day a week)**
	5. **Apprenticeships take up to 5 years to complete depending on their level.**
	6. ***Please ensure you provide details of your employer so that we can ensure you meet the criteria***
4. **Please tell us why you want to study this course, what interests you and why have you chosen this University or Apprenticeship.**
5. **What are your career aspirations and where do you see yourself in the future? Will you continue your study or look for a career?**
6. **How will you use this Grant to support your studies? The Trust will award grants for equipment that you may need; i.e. Text books, tools, laptop, art supplies etc. This grant should not be used for travel expenses, trade memberships and car parking. If possible please provide a book list or receipts to support your application.**

***Please note that if the form is not completed in full and hold sufficient detail to enable the Trustees to make a decision then the application will be rejected. Applicants must be under the age of 25.***

***Should you require this form in a word document; please contact the Clerk:***

**Mrs A Dingwall, The Old Post Office, Hatcliffe, N. E. Lincs. DN37 0SL or email** **stanfordtrustclerk@gmail.com** **or Stanford School Website –** [**http://www.stanfordschool.org/aboutus/heritage.html**](http://www.stanfordschool.org/aboutus/heritage.html)