

EUPR1a_{Form}

Continuing Students

Application for
Student Finance
academic year 2018/19

Instructions

- This form **must** be completed in ink.
- Answer all the questions that apply to you on this form.
- Please refer to the 'Support notes' at the back of this form each time you see this icon. 

You **must** read and sign the declaration on pages 7 and 8.



Please remember to pay the correct postage.



EU/PR1A/1819/B

Application for Student Finance - academic year 2018/19.

Did you start your course in or before 2009/10? (Or were you a gap year student who started your course in 2010/11?)

If yes, the tuition fee support you can get changes depending on where you will be studying:

- If you are studying at a university or college in **England** you can apply for a Tuition Fee Loan to cover the amount of tuition fees that your university or college will charge you, up to a maximum of £3,465.
- If you are studying at a university or college in **Northern Ireland** you can apply for a Tuition Fee Loan to cover the amount of tuition fees that your university or college will charge you, up to a maximum of £4,160.

Did you start your course in 2010/11 or 2011/12?

If yes, the tuition fee support you can get changes depending on where you will be studying:

- If you are studying at a university or college in England or Wales you can apply for a Tuition Fee Loan to cover the amount of tuition fees that your university or college will charge up to a maximum of £3,465. You will not be eligible to apply for a Welsh Tuition Fee Grant.
- If you are studying at a university or college in Northern Ireland you can apply for a Tuition Fee Loan to cover the amount of tuition fees that your university or college will charge you, up to a maximum of £4,160.

Did you start your course on or after 1st September 2012?

If yes, you can get a Tuition Fee Loan to cover tuition fees up to:

- £9,250 for full-time students, including full-time distance learning students*
- £6,165 for full-time students studying an approved course at a private university or college

*If you are studying at a university or college in Wales then the Tuition Fee Loan is capped at £4,450. If your tuition fee is more than £4,450 you'll be eligible for a Welsh Fee Grant of up to £4,800 to help fund the remaining fee amount.

Any tuition fee support you apply for will be paid directly to your university or college on your behalf.

Important information

If you are eligible to apply for a non-income assessed bursary from the National Health Service (NHS), Department of Health or the Department of Health (Northern Ireland) excluding the social work bursary, then you should **not** complete this form as you will not be eligible for financial support through Student Finance Services.

section

1 Personal details

Customer Reference Number

a

Please complete this section with the details exactly as stated on your birth certificate or passport.

Title Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Forename(s)

Surname(s)/family name

Sex Male ☐ Female ☐ Date of birth

Place of birth (name of town or village)

Country of birth

Nationality

b

Contact details

Tell us your term-time correspondence address in the UK and your home address.

Term-time address

Town/City
Country
Postcode

Home address

Town/City
Country
Postcode

Mobile phone number

Email address

2 About your course

a

University or college

Course

Campus

Course year

If any of the course details above have changed since your initial application, please tell us what has changed:

- I have changed (or will be changing) university or college.
- I have changed (or will be changing) my course but am staying at the same university or college.
- I am (or will be) repeating a study period.
- I am (or will be) leaving my course.
- I am (or will be) suspending my study.

Tick ☐Tick ☐Tick ☐Tick ☐Tick ☐

Please give details of any changes you have indicated and the reasons for these in the space below.

We may send you another form asking for more details about these changes.

Changes

If the new course details you give us can't be confirmed yet, your student funding may be delayed. If you have indicated any changes above, please ensure that your university or college also notifies Student Finance Services of these changes.

2 About your course

b

Give the full tuition fee amount that your university or college is charging for the course you will be studying in academic year 2018/19.

£

If you are unsure about the tuition fee amount you will be charged, please contact your university or college for clarification.

c

Where will you spend most of your time in the academic year 2018/19?

You should only tick 'Work placement' if you will be on a work placement that is a part of your UK course. Do not count periods of teaching practice as a placement.

If you are studying an Initial Teacher Training (ITT) course, tick 'University or college'.

You should only tick 'Study abroad' if you will be studying **outside of the UK** as part of your UK course.

Term 1 University or college ☐ Study abroad ☐ Work placement ☐

Term 2 University or college ☐ Study abroad ☐ Work placement ☐

Term 3 University or college ☐ Study abroad ☐ Work placement ☐

d

Have you been accepted onto the ERASMUS exchange scheme?

Yes ☐ No ☐

If so, how long for?

Full year ☐ Part year ☐

e1

If you will be on a placement, will your placement be based abroad or in the UK?

Abroad ☐ UK ☐ Don't know ☐

e2

If you know where your placement will be, give the name, address and postcode of your placement.

Postcode

section

3 Other information

a

Are you eligible to apply for any bursary or award, excluding a social work bursary, for the academic year 2018/19 from any of the following?

- National Health Service (NHS)
- Department of Health (DoH)
- Department of Health (Northern Ireland)  Yes ☐ No ☐

If 'Yes', is this bursary or award income assessed or non-income assessed?

Income assessed ☐ Non-income assessed ☐

section

4 Tuition Fee Loan Request for academic year 2018/19

a

Amount of Tuition Fee 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.

£

For information on the amount of Tuition Fee Loan you can borrow, please see page 2.



Please read 'Support notes' to find out more about Tuition Fee Loan payments, interest and your liability. 

b

Do you have a National Insurance number? Yes ☐ No ☐

If so, please provide it here - -



Please make sure you have completed this form fully and have read, signed and dated the declaration on pages 7 and 8.

Declaration: for all students



Please read the following declaration and sign on page 8. We will not be able to process your application for student finance unless you do so.

General declaration

- I confirm that to the best of my knowledge and belief, the information I have given on this form is true and complete and I understand that if I have given the Student Loans Company (SLC) false information, or have not given them complete information, I may not receive financial support, any support I have had may be withdrawn and I could be prosecuted.
- I agree to give SLC any additional information they require to enable them to process my application and agree to tell them immediately if my circumstances change in any way that might affect my entitlement to financial support.
- I understand that if I do not tell SLC about any change in my circumstances, which may affect my entitlement, I may not be eligible to receive any outstanding instalments or payments that they have told me about, and that I may have to repay all or part of the financial support I have already received in the year.
- I agree that in the event of receiving an overpayment of financial support, I am obligated to repay any of this overpayment in full.

• I confirm where I have provided any personal information in relation to a third party, I have informed them of this. If you started your course in academic year 2006/07 or after you may be eligible for a bursary or scholarship. In order for your 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.

If you **do not** wish your details to be shared for this purpose, please tick this box. ☐

Declaration by the student requesting a loan

Note: Where your place of study is in England the term 'the lender' means the Secretary of State for Education; where your place of study is in Wales the term 'the lender' means the Welsh Ministers; where your place of study is in Northern Ireland the term 'the lender' means the Department for the Economy.

If you have applied for a course of study in England you should read the guide to terms and conditions at www.gov.uk/studentfinance

The following declarations apply to you

I declare that:

- a I acknowledge and agree that any loan(s) made to me by the lender (which includes any persons exercising functions on behalf of the Secretary of State pursuant to section 23(4) of the Teaching and Higher Education Act 1998 as amended from time to time or successor legislation, 'the Act') will be on the terms set out in these declarations and in Regulations which are made under section 22 of the Act as amended from time to time.
- b If I breach any of the terms under which any loan(s) will be made, I agree that I will be obliged to pay any charges and penalties which may apply under the Teaching and Higher Education Act 1998 and the Regulations made under that Act, as amended from time to time or successor legislation and/or Regulations.
- c I agree to take all future action requested by the lender and provide the lender with all information required to ensure repayment, in accordance with the Regulations referred to in paragraph a.
- d I agree that from the date I submit this form until the date when my loan(s), together with all and any interest, penalties and charges which apply, is fully repaid I will notify the lender of any changes in the personal details (including National Insurance number) and contact details I have provided as required in accordance with the Regulations referred to in paragraph a.
- e In the event that I leave the United Kingdom to reside outside the United Kingdom or that for any other reason I am outside the UK tax system, I undertake to inform the lender in accordance with the Regulations referred to in paragraph a and I undertake to provide the lender with my new and any subsequent contact details until my loan, together with all and any interest, penalties and charges which apply, is fully repaid.

If you have applied for a course of study in Wales you should read the guide to terms and conditions at www.studentfinancewales.co.uk

The following declarations apply to you

- f I acknowledge and agree that any loan(s) made to me by the lender (which includes any persons exercising functions on behalf of the Welsh Ministers pursuant to section 23(4) of the Teaching and Higher Education Act 1998 as amended from time to time or successor legislation, 'the Act') will be on the terms set out in these declarations and in Regulations which are made under section 22 of the Act as amended from time to time.
- g If I breach any of the terms under which any loan(s) will be made, I agree that I will be obliged to pay any charges and penalties which may apply under the Teaching and Higher Education Act 1998 and the Regulations made under that Act, as amended from time to time or successor legislation and/or Regulations.
- h I agree to take all future action requested by the lender and provide the lender with all information required to ensure repayment, in accordance with the Regulations referred to in paragraph f.
- i I agree that from the date I submit this form until the date when my loan(s), together with all and any interest, penalties and charges which apply, is fully repaid I will notify the lender of any changes in the personal details (including National Insurance number) and contact details I have provided as required in accordance with the Regulations referred to in paragraph f.
- j In the event that I leave the United Kingdom to reside outside the United Kingdom or that for any other reason I am outside the UK tax system, I undertake to inform the lender in accordance with the Regulations referred to in paragraph f and I undertake to provide the lender with my new and any subsequent contact details until my loan, together with all and any interest, penalties and charges which apply, is fully repaid.

If you have applied for a course of study in Northern Ireland you should read the guide to terms and conditions at www.studentfinancenl.co.uk

The following declarations apply to you

I declare that:

- k I acknowledge and agree that any loan(s) made to me by the Department for the Economy, 'the lender' (which includes any person exercising functions on behalf of the Department for the Economy pursuant to Article 4 (3) of the Education (Student Support) (Northern Ireland) Order 1998 as amended from time to time or successor legislation, 'the Order') will be on the terms set out in these declarations and in Regulations which are made under Article 3 of the Order as amended from time to time.
- l If I breach any of the terms under which any loan(s) will be made, I agree that I will be obliged to pay any charges and penalties which may apply under the Education (Student Support) (NI) Order 1998 and the Regulations made under that Order, as amended from time to time or successor legislation and/or Regulations.
- m I agree to take all future action requested by the lender and provide the lender with all information required to ensure repayment, in accordance with the Regulations referred to in paragraph k.
- n I agree that from the date I submit this form until the date when my loan(s), together with all and any interest, penalties and charges which apply, is fully repaid I will notify the lender of any changes in the personal details (including National Insurance Number) and contact details I have provided as required in accordance with the Regulations referred to in paragraph k.
- o In the event that I leave the United Kingdom to reside outside the United Kingdom or that for any other reason I am outside the UK tax system, I undertake to inform the lender in accordance with the Regulations referred to in paragraph k and I undertake to provide the lender with my new and any subsequent contact details until my loan, together with all and any interest, penalties and charges which apply, is fully repaid.

The following paragraphs apply to ALL students:

I declare that:

- p The particulars I have given in this form are correct.
- q I have read and understood the guide to terms and conditions available online.
- r I acknowledge and agree that in the event that I have: (i) reached the age of 18 years; and (ii) have entered into one or more agreements for a loan under section 22 of the Teaching and Higher Education Act 1998 (and relative secondary legislation) before I reached the age of 18 years, upon signing this declaration I am agreeing to ratify any and all such student loans. I understand that ratification of any agreement for a loan made with me before I reached the age of 18 years is a statutory precondition of my eligibility for student support after attaining the age of 18 years.
- s I undertake to repay the lender any loan(s) made to me, together with all and any interest, penalties and charges which apply.
- t I agree that any loan(s) made to me as a consequence of the acceptance of my application is/are contract(s) between me and the lender which binds me from the payment to me of the first loan advance and that the repayment of any such loan(s), together with all and any interest, penalties and charges which apply, will be due by me to the lender as a debt.
- u I agree that I shall be obliged to make repayment of my loan(s), together with all and any interest, penalties and charges which apply, to such address as shall be notified to me in writing and that any services in respect of my loan(s) may be provided at such address or other address(es) as the lender may from time to time determine and that the service of providing the loan is provided at the lender's principal address.
- v I agree that any action for repayment and/or in respect of or in connection with my loan(s) and/or all and any interest, penalties and charges which apply, will be brought before the ordinary civil courts and shall be governed by the general rules of civil procedure.
- w I agree that my request for a loan, the loan and the contract between me and the lender shall be governed by the law of the place of my course of study as stated in this form EUPR1a.
- x I irrevocably agree that the courts of the part of the United Kingdom in which my place of study is situated shall have non-exclusive jurisdiction to hear any action or proceedings arising out of or in connection with the loan and the contract between me and the lender and I irrevocably submit to the jurisdiction of those courts and waive any objection to the jurisdiction of those courts, provided that this shall not limit the lender's rights to take proceedings against me in any other court of competent jurisdiction.
- y I understand that SLC will check my National Insurance number and personal details with the Department for Work and Pensions (DWP). If I do not know my National Insurance number, or if the number I provide cannot be authenticated, DWP will trace and give my number to the lender.
- z If I have broken the terms of this contract I agree that the lender may share information held about me and my account with any person, including the government or a government agency of another country, who may assist in establishing my whereabouts and/or in taking action to recover outstanding loan amounts.

Customer Reference Number

Your Signature

X

Today's
date

DAY

MONTH

YEAR



Privacy Notice

The Student Loans Company (SLC) and the Department for Education (if your place of study is in England), the Welsh Ministers (if your place of study is in Wales), or the Department for the Economy (if your place of study is in Northern Ireland) are joint Data Controllers under the Data Protection Legislation. We hold information for the purposes specified in our notification to the Information Commissioner including determining eligibility for student finance, assessing the maximum amount of financial support available, payment of student finance and the detection and prevention of fraud, and may use this information for any of these.

For further details about the way your information is used, who is responsible for it and the rights you have in connection with it, please refer to our full Privacy Notice available online:

- If you are studying in England go to **www.gov.uk/studentfinance**
- If you are studying in Wales go to **www.studentfinancewales.co.uk/dataprotection**
- If you are studying in Northern Ireland go to **www.studentfinancenir.co.uk/dataprotection**

If you don't have internet access, please call us and we can send a copy to you:

- If you are studying in England call **0300 100 0607**
- If you are studying in Wales call **0300 200 4050**
- If you are studying in Northern Ireland call **0300 100 0077**

Support notes

Section 2 - About your course

- d1** If you don't know where your placement will be yet you should let us know as soon as possible. The tuition fee amount you may be charged will vary depending on the type of placement and where in the UK the university or college you normally attend is located. If you're on a placement you should speak to your university or college to confirm what your tuition fee will be.

Section 3 - Other information

- b** If you are eligible to apply for a bursary from the National Health Service Business Services Authority (NHSBSA) or Social Services Inspectorate you should answer 'no' to this question because this is a separate bursary to those offered by the NHS, DoH or DoH (NI).
If you are eligible to receive a non-income assessed bursary then you are not eligible for any other student finance unless you are a seconded student studying a health related course and you have been advised that you cannot apply for any bursary at all, either income or non-income assessed.
If you are unsure about your eligibility for a bursary, contact the NHS Pensions Agency Student Grants Unit on 0300 330 1345.

Section 4 - Tuition Fee Loan Request for academic year 2018/19

- a** Your Tuition Fee Loan will be paid directly to your university or college in three instalments within the academic year. You will be liable for your Tuition Fee Loan from the first day of each term **not** the date when the instalment is paid to your university or college.

Liability date	% of the total Tuition Fee Loan that you will be liable for
First day of Term 1	25%
First day of Term 2	50%
First day of Term 3	100%

If you are unsure when your term starts please contact your university or college.

Each payment is made after we receive confirmation from your university or college that you are in attendance at the start of each term. Interest will be charged from the day we pay the Tuition Fee Loan to your university or college.

Declaration: for all students

Important information

If you receive a loan, there is a legally binding contract between you and the Secretary of State (if your place of study is in England), the Welsh Ministers (if your place of study is in Wales) or the Department for the Economy (if your place of study is in Northern Ireland). The Loan Request Form including the declarations are an integral part of your contract with the Secretary of State, the Welsh Ministers or the Department for the Economy. Additional terms of the contract are to be found in Regulations made under section 22 of the Teaching and Higher Education Act 1998 (if your place of study is in England or Wales) or under Article 3 of the Education (Student Support) (NI) order 1998 (if your place of study is in Northern Ireland), as amended from time to time, or successor legislation.

If you cannot sign this form it must be signed on your behalf by your Power of Attorney. The Power of Attorney letter must be sent with this form before a signature from that Power of Attorney will be accepted.



Please make sure you have completed this form fully and have read, signed and dated the declaration on pages 7 and 8.

Change of circumstances

You must notify the Student Loans Company about any change in your circumstances, which may affect your entitlement to financial support. The most common change of circumstance for students would be if:

- you are absent from the course for more than 60 days because of illness;
- you are absent for any other reason;
- you leave, abandon or are expelled from the course;
- you stop attending the course and do not intend, or are not allowed, to return for the rest of the academic year;
- you transfer to a different course at the same, or a different, university or college;
- you transfer from a full-time to a part-time course;
- you repeat part or all of a year of your course; or
- the date of the start or end of your course changes.

Information about data sharing for bursary and scholarship purposes

Universities and colleges will be offering financial awards such as bursaries or scholarships to their students. To help them administer these awards (i.e. to determine eligibility and entitlement to, and if relevant pay, a bursary or scholarship - 'bursary administration purposes') they will ask the Secretary of State (if your place of study is in England), the Welsh Ministers (if your place of study is in Wales) and the Department for the Economy and the Education Authority (if your place of study is in Northern Ireland) and the Student Loans Company for access to information you provide in connection with this application for student finance (whether on this form or at a later date).

We will share the relevant information with them, unless you indicate that you do not wish us to do so by ticking the box on the declaration. If you **do not** give consent for us to share this information, the payment of any bursary or scholarship to which you may be entitled will be delayed.

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

Returning your form



Please make sure you have completed this form fully and have read, signed and dated the declaration on pages 7 and 8.

You must return your completed form to the address shown below. This form should be returned within 9 months of the start of the academic year, or you may lose your right to apply for student finance.

Student Finance Services
Student Loans Company
PO Box 89
Darlington
County Durham
England
United Kingdom
DL1 9AZ.

For our use only