

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

Customer Reference Number

Name

Date of birth (DDMMYYYY)

Address

 Postcode 

### Who should complete this form?

Complete this form if you want to apply for any of the following Dependants' Grants:


- Parents' Learning Allowance
- Childcare Grant
- Adult Dependants' Grant

Also use this form if you have already applied for Childcare Grant and want to add additional children.

If you no longer need Childcare Grant for one or more of your children call us on **0300 100 0607**.

For more information on Dependants' Grants go to [www.gov.uk/studentfinance](http://www.gov.uk/studentfinance)

### How do I complete this form?

- Answer every question in sections 1 & 2, then sign and date the declaration.
- If any questions do not apply to you, please write 'N/A' or 'None' as your answer.
- You need to send evidence with your application whenever you see this icon. 
- If any questions are left blank we will not be able to process this application.



Any photocopied financial documents you send to us with this form will be securely destroyed once we have checked them.

### Where do I send my form?

Once you have completed this form, signed and dated the declaration, please return it to

**Student Finance England**

**PO Box 210**

**Darlington**

**DL1 9HJ**



## Section 1

# Student financial questions

### Unearned income

- a** Estimate the total taxable unearned income, before deductions, that you expect to receive in academic year 2021/22.

What is the source of this income?

£

### What is taxable unearned income?

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

#### Don't include any:

- Earnings from full or part-time work
- Maintenance Loan or grant payments you may receive
- Payments you receive from parents under a covenant
- Teacher Training Bursaries
- Higher Education Bursaries (for care leavers)
- Bounties paid by the armed services to reservists or disablement or invalidity pensions
- ISAs

### Payments from an employer

- b** Will you be employed during the academic year?

No  Yes

if no go to e

- c** Will your employer be releasing you to attend your course for the academic year 2021/22?

No  Yes

if no go to e

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

£

### What should I include in my answer?

Only enter an amount for question b if you are being released from employment by your employer to attend your course. Only include salary or wages that you will receive from that employer for days you are attending your course.

Any earnings from salary or wages entered here may affect your student finance entitlement. Do not provide any amount here if you are a student who is working while studying but have not been specifically released by your employer to attend your course.

## Section 1

# Student financial questions

- d During the academic year 2021/22, will you or your employer pay any money into a pension fund on your behalf?

If 'Yes', how much during this period?

No  Yes

£

if no go to e

### Dependent children

- e When stating the child's income, include their income from all sources after income tax and National Insurance contributions in tax year 2019-20.

**Do** include any income the child gets from:

- working
- interest earned on savings
- investments
- any maintenance payments

**Don't** include income from:

- Child Benefit
- Child Tax Credit or the childcare element of Universal Credit
- Government Child Trust

**You must provide** **e**

- copies of birth certificates; and
- evidence of Child Tax Credits and/or Child Benefits for each child named.

Child 1 full name

Relationship to you

Date of birth (DDMMYYYY) **e**

/   /

Who do they live with?

Income from all sources after income tax and social security **e**

£

Child 2 full name

Relationship to you

Date of birth (DDMMYYYY) **e**

/   /

Who do they live with?

Income from all sources after income tax and social security **e**

£

If you have more than two dependent children, give details for each additional child on the additional notes at the end of this form.

## Section 2

# Parents' Learning Allowance, Childcare Grant and Adult Dependants' Grant

- a** Are you under 25, living with a partner and applying for Childcare Grant or Parents' Learning Allowance?
- b** Give the total estimated income after Income Tax and National Insurance deductions in academic year 2021/22 for:
- How much of this will be Child Tax Credit or the child element of Universal Credit for academic year 2021/22?

**c1** Do you want to apply for Childcare Grant?

- c2** During the academic year, do you or your partner expect to receive:
- the childcare element of Working Tax Credit or Universal Credit; or
  - Tax-Free Childcare from HM Revenue and Customs (HMRC); or
  - Childcare Allowance from the National Health Service (NHS) as part of a student finance package?

- c3** Give details of the children you need Childcare Grant for during this academic year
- Only name children that you haven't applied for previously
  - Childcare start date must not be earlier than your academic year start date

No  Yes

if no go to c1

You

£

Your partner

£

You

£

Your partner

£

No  Yes

if no go to d1

No  Yes – you can't currently apply for Childcare Grant.

You can only apply for Childcare Grant if you stop claiming support from any of these sources.

### Child 1

Forename(s)

Surname

Date of birth (DDMMYYYY)

/  /

Childcare start date (DDMMYYYY)

/  /

### Child 2

Forename(s)

Surname

Date of birth (DDMMYYYY)

/  /

Childcare start date (DDMMYYYY)

/  /

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

## Section 2

# Parents' Learning Allowance, Childcare Grant and Adult Dependants' Grant

**d1** Are you applying for Adult Dependants' Grant

No  Yes

**if no go to the declaration on page 6**

**d2** Who is your adult dependant?

Your husband  
Your wife  
Your civil partner  
Your partner (if you are 25 or over)  
 other adult dependant

**go to the declaration on page 6**

**d3** Will your other adult dependant's income be more than £3,796 for the academic year 2021/22?

No  Yes

### Applying for an Adult Dependants' Grant

You will not be able to apply for Adult Dependants' Grant if your other adult dependant's income is more than £3,796 in the academic year 2021/22.

**d4** Give your adult dependant's income for the 2019-20 tax year.

#### Income

All salary/wages and self-employed income (include income from property)

£

All pension income (including private, occupational and state)

£

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

All gross taxable income from interest, investments and dividends

£

Taxable state benefits

£

All other taxable income

£

#### Deductions

Private pension contributions and Additional Voluntary Contributions (AVCs)

£

Allowable expences on which tax relief was claimed

£

# 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 I may not receive financial support, any support I have received may be withdrawn and I could be prosecuted.
- I agree to give the Student Loans Company Ltd (SLC) any information they require 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 do this, I may not receive any further payments, and may have to repay the financial support I have already received.
- I agree that in the event of receiving an overpayment of financial support, I am obligated to repay this in full.

## Childcare Grant

- I understand and agree that in order to receive Childcare Grant, my personal details and my children's details will be shared to a contracted third party who will be handling the administration of Childcare Grants on behalf of SLC.
- I understand that if I do not inform SLC of any change of circumstances that affect the amount of Childcare Grant I am entitled to, I will have to pay back any overpayment.
- I confirm that neither I nor my husband, wife, civil partner or cohabiting partner have chosen to receive support for childcare from the childcare element of: (i) the Working Tax Credit; (ii), the Universal Credit; (iii) Tax-Free Childcare; and/or (iv) the NHS Childcare Allowance; and I agree to tell SLC immediately if I or my husband, wife, civil partner or cohabiting partner does receive this support. I understand that SLC reserves the right to share my personal data with HMRC to check whether I am in receipt of childcare support from HMRC.

Your full name (in BLOCK CAPITALS)

Your signature

Today's date (DDMMYYYY)

  /   /

## Additional notes

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