



Office Use Award YES NO

Total Award £

Initials Date

FINANCIAL SUPPORT OFFICE

Short Term Loan
APPLICATION FORM

▼
Please check that you are eligible to apply before you complete this application form. If you decide to apply, complete the form in full and write clearly. Incomplete applications will not be considered and will be returned to you.

Eligibility
You MUST be a fully registered student of the School.

Value of Loan

The normal maximum loan is £500.

Repayment Terms

A short term loan is interest-free, and must be repaid within one month of receipt of the loan. You must provide documentary evidence of how the loan will be repaid.

This application will not be stored on your student file.

Decision

A decision on an application is normally made within two working days after receiving a completed application form. To receive a decision on your application, please attend one of the Financial Support drop in sessions.

Personal Information

Student ID number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Family Name *(in block capitals)*

First Name

Title Mr / Ms / Mrs / Miss

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Contact address

<input type="text"/>	<input type="text"/>
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Telephone number

Email address

<input type="text"/>	<input type="text"/>
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Degree course at the School (state if BSc, MSc, Dip, MA, LLM, MPhil/PhD)

<input type="text"/>

Year of course

1st 2nd 3rd 4th Other

Length of Masters course

9 mths 10mths 12mths 24mths

If other, please specify

Full-time Part-time

Name of tutor/supervisor

<input type="text"/>

Are you applying for financial assistance while awaiting (please tick):

- (i) an LEA grant
- (ii) a student loan
- (iii) a scholarship
- (iv) a salary payment

You must attach relevant supporting documentation of any of the above.

How much are you requesting?

(The normal maximum loan is £500)

£ <input type="text"/>

When will you be able to repay the loan ?

<input type="text"/>	<input type="text"/>	<input type="text"/>
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THIS DATE MUST BE WITHIN ONE MONTH OF THE RECEIPT OF THE LOAN.

Please supply the additional information requested overleaf.

Please return your completed form to the Student Services Centre Drop Box.

Please note that all other sources of finance should have been exhausted **before** applying for a Short Term Loan e.g. a bank overdraft or borrowing from friends and family. The normal maximum loan is £500.

Please explain why you are applying for a short Term Loan

I confirm that the information given in this form is correct. I undertake to notify the Financial Support Office of any changes to my circumstances without delay. I understand that false information will invalidate this application.

Signature

Date

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