

Student Support Fund

**+Free College Meals for 16-18 Students
(or 19-24 Students with an EHC Plan)
Application Form 2023/24**



FOR RETURNING STUDENTS WHO RECEIVED FINANCIAL SUPPORT LAST YEAR *

- Are you a returning student? Yes No - Please complete SSF Form 1
- Did you receive financial support last year? Yes No - Please complete SSF Form 1
- Is your household financial circumstance still the same as last year? Yes No - Please complete SSF Form 1

STUDENT DETAILS *

Student No. (on your ID card)*

First Name(s)* Surname*

Date of birth* / / Age (on 31st Aug 2023)*

Home Address*
Postcode*

Residency Status* British Citizen EU/EEA Citizen Leave To Remain Refugee Asylum Seeker

TRAVEL INFO *

How do you travel to college? * Bus Tram Train Car Cycle Walk Taxi

Do you hold a Disabled Person's Travel Pass/Mobility Pass that entitles you to free travel? (NOT 16-18 Travel Pass)*
 Yes No

CAMPUS STUDYING AT *

Campus City Hillsborough Olive Grove Fir Vale Pennine 5 Subud

16—17 YEAR TRAVEL PASS* (for 16—17 year olds only)

Do you have a 16—17 travel pass? Yes No

Please provide your Travel Pass number below. If you don't have a pass, you will need to apply for one

CONFIRMATION OF BANK DETAILS *

Please confirm your Bank Details. Only provide student's own bank account—we cannot pay anyone else.
If you are an asylum seeker, please do not fill out the information below

Bank Name

Account Holder Name

Sort Code - -

Account No.

Please turn over, so you can sign the application, agreeing to our terms and conditions



DECLARATION

Please carefully read the following and sign/print your name in the boxes below. By signing, you confirm that you have read and understood the following statements:

- The information I have given on this form is—to the best of my knowledge—correct and true
- If I give incorrect or incomplete information, or if I withdraw from my course early, I may be liable to repay any amount paid to me or on my behalf from the Student Support Fund
- It is my responsibility to immediately inform Financial Support of any changes to my circumstances that may effect my application
- All awards made from the Student Support Fund are conditional on my continued adherence to the College's ABC rules (Attendance, Behaviour and Completion of work)—I am aware that support will be stopped if my attendance record is below 85%
- We hold the right to request evidence if required for awaiting purposes.

GDPR

The information we collect is used solely for the purpose of processing your application for the Student Support Fund. By submitting your application, you are agreeing that The Sheffield College can use, share and process this information. The college is fully compliant with the General Data Protection Regulations May 2018 and will hold your data safely and securely.

Generally the legal basis which we collect and use your personal information and parental/partner information, is processed as part of our public interest task of providing education to you and providing you with student support funding which is provided by the Government. We will keep your personal information and parental/partner information for students who do enrol, the college would keep the data in line with the enrolment data, which can be kept for up to 15 years plus the current year as required by the funding body.

We may share the personal information you give us with the following organisations (or types of organisation) for the following purposes.

Organisation / type of organisation:	Purpose:
Education and Skills Funding Agency and Department for Education	As part of a legal and contractual obligations to gain funding
Local Authority	As part of our legal obligation under the Education Act 1996 section 507B for compulsory education for under 18 year olds
Taxi companies (if SSF pay for a taxi for you)	In order to book your taxis and pay for the service

The college would not normally share parental or partner information unless requested by the Education and Skills Funding Agency.

All applications are treated as confidential and will only be seen by the staff responsible for processing the applications, however it may be necessary to discuss your case with other college staff in order to process it correctly. We may need to discuss your application or award with people named in the form such as parents/guardians or partners to verify information.

I agree that my application can be processed and I understand the privacy statement and declarations set out above*

Student signature*

Print name*

Date*

 / /

Office Use only

Evidence uploaded on Pay My Student for 22/23 year?