

Welsh Government Learning Grant Further Education 2022/23

Application Form



We welcome applications in Welsh. This won't lead to a delay in our response.

www.studentfinancewales.co.uk/wglgfe

How to complete this application form

- · Follow the instructions, we'll tell you what questions you need to answer and what ones you can skip.
- · You'll need to have your bank, building society or credit union details to hand.
- Sections 8 and 9 will ask about your household financial details. Depending on your situation, either:
 - you (and your partner, if you have one); or
 - you and your parent(s); or
 - you, your parent and their partner (if they have one) will need to complete up to two of these sections. You will all need to have your National Insurance numbers to hand.
- You need to complete all of the guestions you're asked to. Any missing information will delay your application.
- Where we ask for supporting documents we will need these before your application can be accepted. Any missing supporting documents will delay your application.



If your household income is £18,371 or more do not complete this application form – you may not be eligible for this grant. If you're an eligible care leaver we won't need details of your income. Getting this grant won't affect any benefits you or your family already receive.

Use the notes



Where you see this you should check the notes for specific information to help you complete a question or section.



Where you see this you need to send us supporting documents. Use the notes to find out exactly what you need to send. You should send photocopies of your evidence unless otherwise stated. We will return any original documents.

How we process your data

To find out more about how your information is used and why, make sure you read our Information Usage Summary on page 4 of the accompanying notes.

What if I can't send the documents you need now?

Return your application without them. By doing this we can make a start on your application, but we won't be able to pay you until we see the documents we've asked for. We'll write to you to confirm what documents we still need to see.

2022/23 Calendar for courses with a September start date

	·
April 2022	Application forms available for download from www.studentfinancewales.co.uk/wglgfe
June 2022	Return your application with all required evidence before 30 June 2022 to make sure your grant is agreed and ready for the start of your first term.
September 2022	Term starts.
May 2023	The final deadline to apply for academic year 2022/23 is 9 months after your course start date. For example, if your course starts on 1 September 2022 the deadline for applying is 31 May 2023. Applications received 9 months after your course start date will not be accepted.
August 2023	The final deadline to send evidence for academic year 2022/23 is 12 months after your course start date. For example, if your course starts on 1 September 2022 we must receive your evidence by 31 August 2023.



Section 1 Declarations and consent

1.1	Tick the statement that applies to you and follow the instruction.						
Ī	By authorised third party we mean someone who is a student's behalf. Evidence is required such as docum						
	I am the student completing this form myself		Complete the Student Declaration below.				
①	 I am an authorised third party who is both: completing this form on behalf of the student because they are unable to and I am authorised to hold funds on behalf of the student. 		Complete the Third Party Declaration A on page 4.				
(i)	I am an authorised third party who is only: • completing this form on behalf of the student because they are unable to		Complete the Third Party Declaration B on page 4.				
(i)	I am an authorised third party who is only: • authorised to hold funds on behalf of the student.		Complete the Third Party Declaration C on page 4.				
By s the you you Pas you crir who	signing this agreement you are confirming that: information you will give on this form is correct and concurred understand that if you have provided details of your Understand that any attempt to dishonestly obtain this minal and/or civil proceedings against you; and ere you have provided any personal information in relative tent full name (in BLOCK CAPITALS)	ne acco JK pas s gran	ompanying notes; sport, SLC will verify those details with HM shall be treated as fraud and may result in a third party, you have informed them of this. Today's date Day Month Year Now go to Consent				
			to share below				
Impo It is in partn	sent to share ortant information if you live with your parent(s) or a mportant that we know if you will let us talk about your a ner. We can't give out information about your application consent to the Welsh Government Learning Grant for Fu	applica or aw	tion and award with your parent(s) or ard to anyone without your consent.				
 I consent to the Welsh Government Learning Grant for Further Education customer services team providing details of the progress of my application and award to the person named as parent 1 in section 9 of this application form. Yes No							
and	(if applicable)						
pr	consent to the Welsh Government Learning Grant for Fu oviding details of the progress of my application and aw arent 2/Student's partner in section 9 of this application	ard to					
			Now go to Section 2				



Section 1 Declarations and consent (continued)

Third Party Declaration A By signing this agreement you are confirming that: the information you will give on this form is correct and complete to the best of your knowledge and belief; you will submit supporting evidence in accordance with the accompanying notes; you are authorised to act on the student's behalf and have enclosed evidence to prove this; • the student named in Section 2 is unable to have a bank, building society or credit union account in his/ her own name; • you will provide correct bank, building society or credit union details in your own name; • you are authorised to hold funds on the student's behalf and have enclosed evidence to prove this; you will use any grant payments made as a result of this application in accordance with the student's instructions; and you have read and understood these statements. Today's date Authorised third party full name (in BLOCK CAPITALS) Day Month Year Authorised third party signature Now go to 1.2

 By signing this agreement you confirm that: the information you will give on this form is correct and complete to the best of your knowledge and belief; you will submit supporting evidence in accordance with the accompanying notes; you are authorised to act on the student's behalf and have enclosed evidence to prove this; and you have read and understood these statements. 				
Authorised third party full name (in BLOCK CAPITALS)	Today's date Day Month Year			
Authorised third party signature				
	Now go to 1.2			

the student named in Section 2 is unable to have a bank, building society or credit union account in his/her own name; you will provide correct bank, building society or credit union details in your own name, are authorised to hold funds on the student's behalf and have enclosed evidence to prove this; you will use any grant payments made as a result of this application in accordance with the student's instructions; and you have read and understood these statements. Authorised third party full name (in BLOCK CAPITALS) Today's date Day Month Year Authorised third party signature Now go to 1.2



Third Party Declaration B

Third Party Declaration C

By signing this agreement you confirm that:

Section 1 Declarations and consent (continued)

1.2 Third party details



You need to send supporting documents to prove your authorisation, read the notes to find out what you need to send.

You must contact us if the student's contact details change or if the student's nominated third party's details change during the academic year.

All correspondence will continue to be addressed directly to the student.

Forename(s)			
Surname			
Home address			
Postcode			
Home phone number			
Mobile phone number			
Email address			

Section 2 Student's details

2.1	Have you had Education Maintenance Allowance (EMA) in the past?	No Yes
2.2	Have you received the Welsh Government Learning Grant Further Education in the past? This grant was also previously known as the Assembly Learning Grant Further Education, if you received this grant under either name answer 'Yes'.	Yes – for what academic year did you receive this grant? Year Year / What course were you studying at the time? For example NVQ1 Business Studies
2.3	Customer Reference Number (If you don't have one yet, leave this blank.)	
2.4	Personal details	Title
	Complete these details exactly as stated on your birth certificate, passport or deed poll. If any of your details change during the year you need to let us know.	Mr Mrs Miss Other Forename(s)
	You need to send evidence of your identity, such as your original birth	Surname
	certificate. Read the notes for a full list of what you can send.	Gender Male Female Date of birth Day Month Year
2.5	What language would you like us to use when we communicate with you?	English Welsh



Section 2 Student's details (continued) 2.6 Contact details You need to send evidence, such as a photocopy of your household gas or electricity bill. Read the notes for a full list of what you can send. The proof can be in your parent's/partner's name. Postcode Home phone number Mobile phone number (we may contact you by text message) Email address

2.7 What is your marital status?



Tick the box that best describes your status.

I'm single.
I'm separated. You need to send supporting documents, read the notes to see what to send.
I'm divorced. You need to send supporting documents, read the notes to see what to send.
My civil partnership has been dissolved. You need to send supporting documents, read the notes to see what to send.
I'm a widow/surviving civil partner.
I'm married. You need to send supporting documents, read the notes to see what to send.
I'm in a civil partnership. You need to send supporting documents, read the notes to see what to send.
I'm living with a partner.

Section 3 Your payment details

3.1	Are you completing this section as an authorised third party who will hold the student's grant payments on their behalf? By authorised third party we mean someone who is authorised to act and/or receive payments on the student's behalf. Evidence is required such as documentation from a Local	No – I am the student – go to 3.2 Yes – go to 3.3
	Authority or a Power of Attorney.	
3.2	Student payment details This account must be in your name and be able to accept direct credits. You must provide your details in full or we won't	Account holder's name (student) Sort code
	be able to pay you.	Account number
3.2a	Is this a building society or credit union account?	No – go to Section 4 Yes – provide your: Building society roll/credit union membership number Now go to Section 4
3.3	Third party payment details This account must be able to accept direct credits. You must provide your details in full or we won't be able to pay you.	Account holder's name (third party) Sort code Account number
3.3a	Is this a building society or credit union account?	No – go to Section 4 Yes – provide your: Building society roll/credit union membership number
		Now go to Section 4



Section 4 Student's school or college details

4.1 School or college details Name of school or college If you don't know where you'll study, give details of the school or college you want to attend. Campus (if applicable) If these details change you must let us know as soon as possible and no later than before the start of your first term. School or college address Postcode 4.2 Course details Course name If you're unsure, you can ask your school or **(i)** college. Level of course (for example: GCSE, NVQ1, A Level) Day Month Year 4.3 When does your course start? If you're unsure, you can ask your school or **(i)** college. Month Year 4.4 When does your course end? 4.5 Will you get an allowance for the No – go to Section 5 course you're about to study? **Yes** – you are not eligible for this grant. Do not For example: Education Maintenance Allowance or Work Based Learning Allowance. continue with this application.

Section 5 Student's nationality and residency details

5.1	Are you a UK national?	No – go to 5.2
	The easiest way for you to verify your identity is to provide your UK passport details. This means you do not need to send us your passport. Your passport must be currently valid and not expired. We will share the passport details you give us with HM Passport Office so that we can verify your identity.	Yes – do you hold a valid UK passport? No – you need to send supporting documents. Read the notes to see what you need to send then go to 6.1 Yes – enter these details exactly as stated on your passport Passport number Date of issue Day Month Year
	UK passport expired? If your UK passport has expired we can't accept this information as proof of your identity. You'll have to send alternative evidence as set out in the accompanying notes.	Date of expiry Day Month Year Forename(s) Surname Now continue to 6.1
5.2	Are you an Irish citizen?	No – go to 5.3 Yes – Have you been ordinarily resident in the UK and Islands for the three years prior to the first day of the first academic year of your course? No – go to 5.3 Yes – you need to send supporting documents. Read the notes to see what you need to send then go to 6.1
5.3	Are you the family member of a UK national?	No – go to 5.5 Yes – go to 5.4

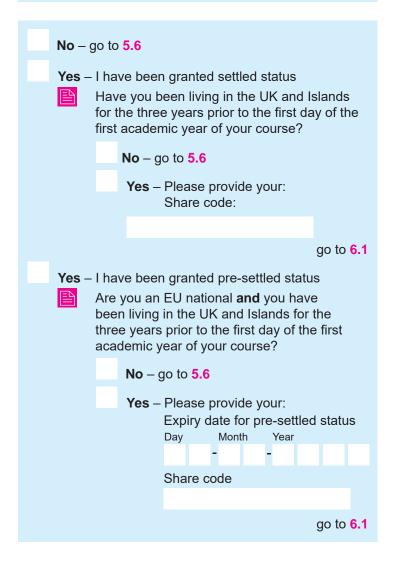


5.4 Have both you and your UK national family member been ordinarily resident in the UK, EEA, Switzerland and Gibraltar for the three years prior to the first day of the first academic year of your course?

No – go to 5.5
Yes – Were both you and your UK national family member:

living in the UK on 31 December 2020, after moving to the UK from the EEA or Switzerland on or after 1 January 2018; or
living in the EEA or Switzerland on 31 December 2020?
No – go to 5.5
Yes – you need to send supporting documents. Read the notes to see what you need to send then go to 6.1

5.5 Have you have been granted settled status or pre-settled status under the EU Settlement Scheme?



5.6 Are you the child of a Swiss national and both you and your parent/step-parent have been granted a status under the EU Settlement Scheme?

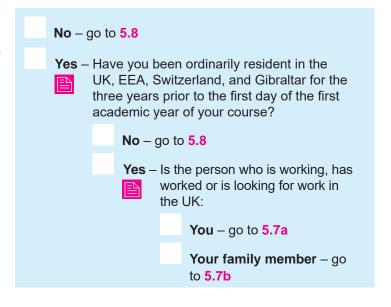
No – 9	go to	5.7								
Yes –	UK, thre	e you b EEA, s e years demic y	Switz s pric	erlai or to	nd ar the fi	nd G irst c	ibralt	ar fo	or the)
		No –	go to	5.7						
		Yes-	step Date		ent's: oirth	:		ren	t or	
			Day		Mont	th	Year			
			- if a	•	Moni -		re-set Year -	tled	statu	ıs
			Ехр	iry d	orovio ate fo cable Mont	or pr	our: re-set Year	tled	statı	ıs
			Sha	re co	ode					
								,	go to	6.1

5.7 Are you an EEA or Swiss national who is working, has worked or is looking for work in the UK, or a family member of such a person?

If you are the family member of the worker, you must be the:

- · husband, wife, civil partner; or
- · child, step-child; or
- parent, step-parent or other ascending or descending line family member (only applicable to EEA worker family members) of the worker.

*If you or a family member are a Frontier worker, check the notes





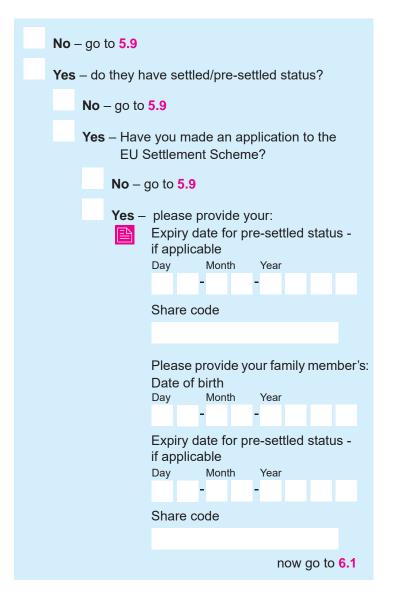
5.7a I am working, have worked or am looking for work

previous study.						
If you are currently working will you continue to work during your studies? If yes give details.						
Expiry date for pre-settled status - if applicable						
Day Month Year						
Share code						
now go to 6.1						

5.7b My family member is working, has worked or is looking for work and I am their:

husband/wife/civil partner					
child or step-child					
parent(s)/step-parent(s) or other ascending or descending line family member (only applicable to EEA worker family members)					
Provide details of their employment If they are currently working will they continue to work during your studies? If yes, give details of employment.					
Please provide your : Expiry date for pre-settled status - if applicable Day Month Year					
Share code					
Please provide your family member's : Date of birth Day Month Year					
Status expiry - if applicable Day Month Year					
Share code					
now go to 6.1					

5.8 Are you the family member of an EEA or Swiss national who entered the UK before 31 December 2020, and you joined them after this date?





5.9 Have you or your family member been granted leave under the Afghan Relocations and Assistance Policy (ARAP) or the Afghan Citizens Resettlement Scheme (ACRS)?

No	No – go to 5.10							
Yes								
		I have been granted leave under the ARAP or ACRS.						
		ve been granted leave in line with my ily member. My family member is my:						
		husband/wife/civil partner						
		parent or step-parent						
		vide your: ne Office reference number						
	ПОП	le Office reference flumber						
	Date latest status granted Day Month Year							
	Date Day	e this status is due to expire Month Year						
	Day							
		e you lived outside the UK and Islands e your latest status was granted?						
	No – go to Section 7							
		Yes – go to 6.2						

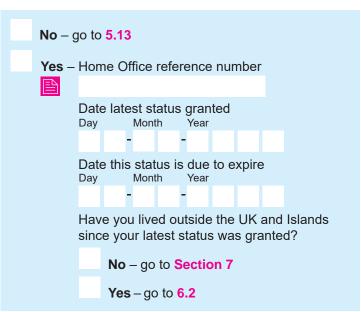
- **5.10** Do you have settled status in the UK? By settled status we mean:
 - you have been granted indefinite leave to enter or remain; or
 - you have a right of abode in the UK.

No – 9	go to	5.11							
Yes -	Hor	ne Offi	ce refe	erence	nur	nber			
Date granted status Day Month Year									
		-		-					
Have you been ordinarily resident in the UK and Islands for three years prior to the first day of the first academic year of your course?									
No – you need to send supporting documents. Please check "Break in residency" on page 7 of the notes, then go to 6.1									
			you r docui see v	eed to	ser . Rea	ad th	ne no	orting otes to end and	

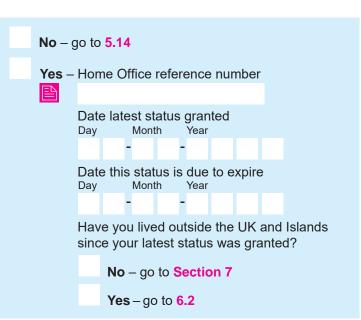
5.11 Have you or a family member been granted Discretionary leave as a result of a failed asylum application?

No – go to 5.12							
Yes –	Home Office	reference	number				
	Date latest st Day Mont	_	ed				
	Date this stat Day Mont		to expire				
	Have you live since your lat						
	No – go	to Sectio	n 7				
	Yes – go	to 6.2					

5.12 Have you or a family member been granted Discretionary leave (where no application for asylum has been made)?



5.13 Have you or a family member been granted leave to remain in the UK on the grounds of family life?





5.14	Have you or a family member been granted leave to remain in the UK on the grounds of private life?	No – go to 5.15 Yes – Home Office reference number Date latest status granted Day Month Year Date this status is due to expire Day Month Year Have you lived outside the UK and Islands since your latest status was granted? No – go to Section 7 Yes – go to 6.2			
5.15	Have you or a family member been granted leave to remain outside the immigration rules?		No – go to 5.16 Yes – Home Office reference number Date latest status granted Day Month Year Date this status is due to expire Day Month Year Have you lived outside the UK and Islands since your latest status was granted? No – go to Section 7 Yes – go to 6.2		
5.16	Have you or a family member been granted leave to remain as a Stateless Person?		No – go to 5.17 Yes – Home Office reference number Date latest status granted Day Month Year Date this status is due to expire Day Month Year Have you lived outside the UK and Islands since your latest status was granted? No – go to Section 7 Yes – go to 6.2		

- 5.17 Have you been granted leave to enter or remain under a Ukraine Scheme?
 By Ukraine Scheme we mean:
 the Ukraine Family Scheme;
 the Homes for Ukraine Sponsorship Scheme; or
 the Ukraine Extension Scheme.
- **5.18** Have you or a family member been granted refugee status in the UK?
- No go to 5.19

 Yes Home Office reference number

 Date latest status granted
 Day Month Year

 Date this status is due to expire
 Day Month Year

 Have you lived outside the UK and Islands since your latest status was granted?

 No go to Section 7

 Yes go to 6.2

5.19 Have you or a family member been granted Humanitarian Protection?





5.20 Are you the child of a Turkish worker who is working in the UK?



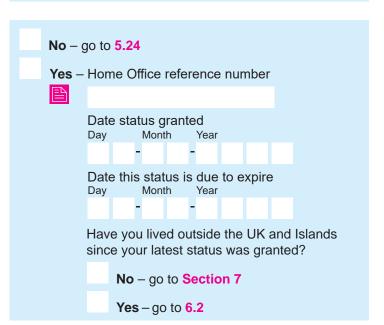
5.21 Have you been granted leave to remain in the UK under Section 67 of the Immigration Act 2016 or are you the dependent child of someone who has?

	to 5.22	
Yes -	lome Office reference number	
	Pate status granted ay Month Year	
	ay Month real	
	Pate this status is due to expire ay Month Year	
	lave you lived outside the UK and Isla ince your latest status was granted?	nds
	No – go to Section 7	
	Yes – go to 6.2	

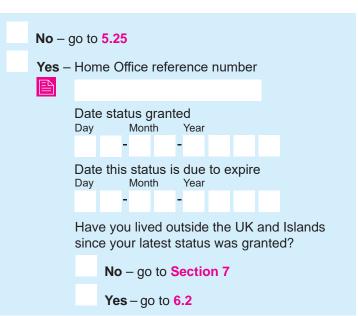
5.22 Have you been granted 'Calais leave' in the UK or are you the dependent child of someone who has?

No – go to 5.23							
Yes –	Home	Office ref	erence r	number			
	Date s Day	tatus grar Month -	nted Year -				
	Date the Day	nis status Month -	is due to Year	o expire	•		
		ou lived o					
		o – go to es – go to		n 7			

5.23 Have you been granted leave to remain in the UK as the victim of domestic violence or abuse or are you the dependent child of someone who has?



5.24 Have you been granted leave to remain as a person who has been a bereaved partner or are you the dependent child of someone who has?





5.25 Tick the box which applies to you	I have answered 'Yes' to at least one question in this section. You need to go back to the question you answered 'Yes' to and follow the instruction given there.
	I have answered 'No' to all the questions in this section. If you think you may be eligible but have answered 'No' to all the questions, please contact our helpline on 0300 200 4050.



Section 6 Student's residence history

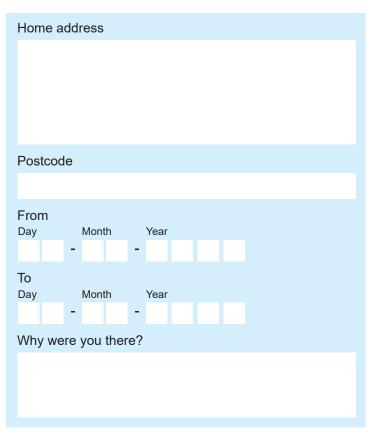
6.1 Tell us your address details for the last three years before the start of the first academic year of your course.

For example – if your course starts in September 2022, we need to know where you lived between 01/09/2019 and 01/09/2022. There should be no gaps in the dates you give us.

If you need more space, you can attach additional pieces of paper to this form.

Now go to **Section 7**

Home address					
Postcode					
Postcode					
From					
Day Month Year					
To Day Month Year					
Why were you there?					
willy were you there:					





Section 6 Student's residence history (continued)

6.2 Give details of your residency from the date you received your last status from the Home Office.

NOTE

If you have been granted:

 leave to enter or remain under a Ukraine Scheme;

or

 indefinite leave to remain as the victim of domestic violence or abuse;

٥r

 indefinite leave to remain as a person who has been a bereaved partner

or

 leave under the Afghan Relocations and Assistance Policy (ARAP) or the Afghan Citizens Resettlement Scheme (ACRS)

only provide address history from when you received the status. You only need to provide up to a maximum of 3 years information. There should be no gaps in the dates you give us.

Now go to Section 7

Home address				
Postcode				
From North Year				
Day Month Year				
To Day Month Year				
Why were you there?				

Home address	
Postcode	
F	
From Day Month Year	
То	
Day Month Year	
Why were you there?	

Section 7 Student's independence details

■ t	Tick one of the following statements that will apply to you on the first day		I'll be aged 25 or over – go to 7.2
	of the first academic year of your course		I'll be responsible for a child – go to 7.2
			I'll have financially supported myself for 3 years or more (this does not have to be 3 consecutive years) – go to 7.2
		(i)	I have not lived in the legal care of my parents for a combined total of at least 13 weeks before turning 25 (you need to send supporting documents, read the notes to see what you need to send) — then go to Section 11
			l'Il be, or will have been, married or in a civil partnership – go to 7.2
			I will have been estranged from both my parents for more than 12 months – go to 7.2
			Both my parents are deceased – go to 7.2
			None of the above – go to 7.3
7.2	If you ticked any of the above. You need to send supporting documen	ts to p	prove the statement ticked. Read the notes indicated above

to see what you need to send.

You are an independent student. You need to complete Section 8. If you have a partner, they need to complete **Section 9** and **10**.

If you ticked none of the above.

You are a **dependent student**. You need to complete **Section 8** and your parent(s) need(s) to complete Section 9 and 10.



Section 8 Student financial details



Data Sharing

We will share and check the details you give us with HM Revenue & Customs, allowing us to gain the most accurate information possible. This can only be done if you have a valid National Insurance (NI) number. This information will be used to work out if you are eligible to get Welsh Government Learning Grant Further Education (WGLG FE) based on household income. To find out more about how your information is used and why, make sure you read our Information Usage Summary on page 4 of the accompanying notes.

You can get up to £1,500 for a full-time course or up to £750 for a part-time course, depending on the household income. The higher income from you or your parent(s)/partner will be used to assess your entitlement.

Annual household income	Part-time (275 – 499 hours)	Full-time (500+ hours)
Up to £6,120	£750	£1,500
£6,121 – £12,235	£450	£750
£12,236 – £18,370	£300	£450
£18,371 and above	£0	£0

Part A

Financial information for tax year 2020-21

How to complete Part A

- · Answer every question.
- Where you answer 'Yes' to a question you must give gross income amounts.
- Any amounts given must be for the tax year starting 6 April 2020 and ending 5 April 2021.
- If you leave any question blank in Part A we will not be able to process this application.
- If you don't receive a specific type of income listed in a question, write 'n/a'.

Do I need to send any evidence of financial details with this application?

No, you don't need to send any evidence of your financial details now, but we may write out to request this at a later date.

What if my income has dropped since 2020-21?

If your household income in 2020-21 was over

the threshold but is now under it, you may be eligible for this grant. Go to page 23 of the notes for more information.

If you're self assessed – read page 23 of the notes for more information.

If you're not self assessed – you can use your P60 to complete this section.

8.1 NI number

8.2 Were you in receipt of Income Support or Income-related Employment and Support Allowance?

8.3 Were you in receipt of Universal Credit?

Yes

No



8.4	Did you receive any income from salary, wages, taxable state benefits or from occupational or private pensions?	Yes – give details	No – go to 8.5
(i)	Total income from salary/wages	£	
1	Total income from taxable state benefits	٤	
	Total income from occupational pension(s) If you received a lump sum pension, only declare the	£	
	amount you received that you paid tax on. Total income from private pension(s) If you received a lump sum pension, only declare the amount you received that you paid tax on.	£	
_			
8.5	Did you receive any income from a state retirement pension?	Yes – give details	No – go to 8.6
	Total non-lump sum amount received	£	
	Total lump sum amount received	£	
8.6	Did you receive any income from savings and		
1	investments?	Yes – give details	No – go to 8.7
(i)	Total interest from UK banks, building societies and unit trusts	£	
(i)	Total income from UK life insurance gains, securities and partnerships	£	
(i)	Total income from UK investments and dividends	£	
①	Total income from foreign investment and dividends	£	
8.7	Did you receive any taxable benefits in kind?	Yes – give details	No – go to 8.8
1			
	Total income from taxable benefits in kind	£	
8.8	Did you receive any other income during tax year 2020-21 that you have not told us about in Part A ?	Yes – go to Part B	No – go to Part C



Part B

Any other income

How to complete Part B						
 Answer every question. Where you answer 'Yes' to a question you must give gross income amounts. Any amounts given must be for the tax year starting 6 April 2020 and ending 5 April 2021. If you leave any question blank we will not be able to process this application. If you don't receive a specific type of income listed in a question, write 'n/a'. 						
3.9	Did you receive any income from					
<u>i</u>	self-employment?		Yes – give details		No – go to 8.10	
①	Total taxable profit from businesses	£				
1	Total taxable profit from partnerships	£				
3.10	Did you receive any income as a Minister of religion?		Yes – give details		No – go to 8.11	
1	Total taxable income minus expenses that are not included on your P60 or P11D	£				
3.11	Did you receive any other taxable income or lump sums?		Yes – give details		No – go to 8.12	
	Total income received	£				
3.12 ①	Did you receive any income from property lettings?		Yes – give details		No – go to 8.13	
	Total income received	£				
3.13	Did you receive any income from UK trusts?		Yes – give details		No – go to 8.14	
①		£				
	Total income received					



8.14	Did you receive any foreign income?		Yes – give details		No – go to 8.15		
•	Total income received						
8.15	Did you receive any income from an overseas pension?		Yes – give details		No – go to 8.16		
	Total income received	£					
8.16	Did you receive any other overseas income and gains?		Yes – give details		No – go to 8.17		
	Total income received		£				
Par Inco	rt C me deductions						
 Answer every question. Where you answer 'Yes' to a question you must give gross deduction amounts. Any amounts given must be for the tax year starting 6 April 2020 and ending 5 April 2021. If you leave any question blank in Part C we will not be able to process this application. If you don't receive a specific type of deduction listed in a question, write 'n/a'. 							
8.17	Did you pay any private pension contributions? Don't include any payments to a workplace pension.	?	Yes – give details		No – go to 8.18		
	Total amount you paid		£				
8.18	Did you pay any Additional Voluntary Contributions (AVCs)? Total amount you paid		Yes – give details		No – go to 8.19		
			£				
8.19	Deductions towards wages for domestic help due to incapacity? Total amount you paid		Yes – give details		No – go to 8.20		
			£				



8.20 Did you have any allowable expenses on which you claimed tax relief?

Total amount on which you claimed tax relief

Yes – give details

No

Independent student without a partner - go to Section 11.
Independent student with a partner - your partner needs to complete Sections 9 and 10, then you need to complete Section 11.

Dependent student - your parent(s) need(s) to complete **Sections 9** and **10**, then you need to complete **Section 11**.



Section 9 Parent(s)/Partner financial details

How to complete this section

If you're a single parent of the student.

Enter your information as Parent 1, leave Parent 2/Student's partner blank.

If there are two parents in the student's household.

Complete this section with information for both **Parent 1** and **Parent 2/Student's partner**. Remember to complete the 'Relationship to student' box.

If you're the student's partner.

Enter your information as **Parent 2/Student's partner**. Remember to complete the 'Relationship to student' box, leave **Parent 1** blank. **Read page 23 of the notes for more information.** (i)

If you're self assessed – read page 23 of the notes for more information.

If you're not self assessed – you can use your P60 to complete this section.

\bigcirc

Data Sharing

We will share and check the details you give us with HM Revenue & Customs, allowing us to gain the most accurate information possible. This can only be done if you have a valid National Insurance (NI) number. This information will be used to work out if the student is eligible to get Welsh Government Learning Grant Further Education (WGLG FE) based on household income. To find out more about how your information is used and why, make sure you read our Information Usage Summary on page 4 of the accompanying notes.

The student can get up to £1,500 for a full-time course or up to £750 for a part-time course, depending on the household income. The higher income from both parents, or the student, or the student's partner, will be used to assess the student's entitlement.

Annual household income	Part-time (275 – 499 hours)	Full-time (500+ hours)
Up to £6,120	£750	£1,500
£6,121 – £12,235	£450	£750
£12,236 – £18,370	£300	£450
£18,371 and above	£0	£0

Personal details

Parent 1 Parent 2/Student's partner

Relationship to student Relationship to student Forename Forename Surname Surname National Insurance number National Insurance number Date of birth Date of birth Month Year Day Month Year go to Part A go to Part A



Part A

Financial information for tax year 2020-21

How to complete Part A

- · Answer every question.
- Where you answer 'Yes' to a question you must give gross income amounts.
- Any amounts given must be for the tax year starting 6 April 2020 and ending 5 April 2021.
- If you leave any question blank in Part A we will not be able to process this application.
- If you don't receive a specific type of income listed in a question, write 'n/a'.

Do I need to send any evidence of financial details with this application?

No, you don't need to send any evidence of your financial details now, but we may write out to request this at a later date.

What if my income has dropped since 2020-21?

- If your household income in 2020-21 was over the threshold but is now under it, the
- student may be eligible for this grant. Go to page 23 of the notes for more information.

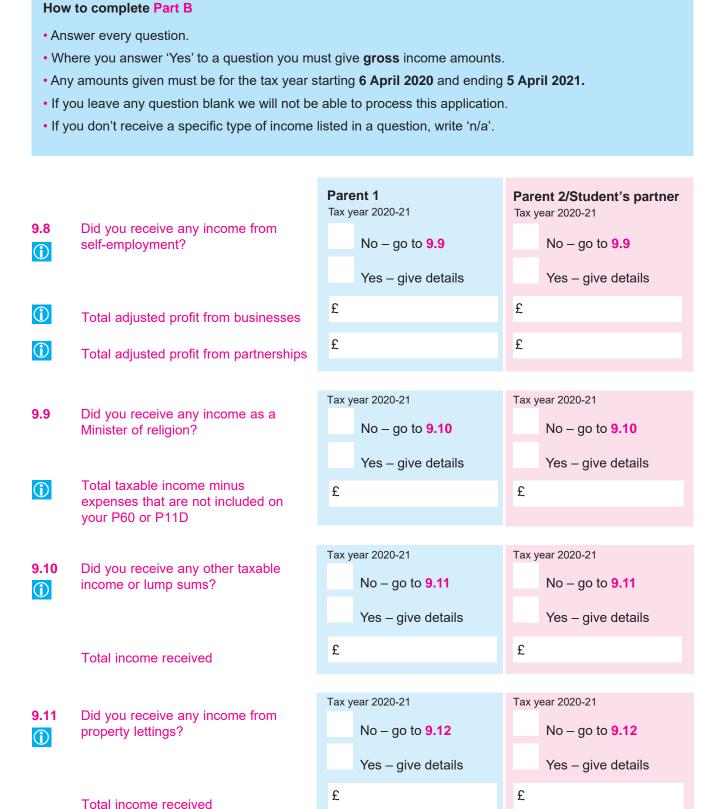
0.4	Were you in receipt of Income Support or Income-related Employment and Support Allowance?	Parent 1 Tax year 2020-21			Parent 2/Student's partner Tax year 2020-21	
9.1		No		No		
			Yes		Yes	
9.2	Were you in receipt of Universal Credit?	Tax year 2020-21		Tax year 2020-21		
			No		No	
			Yes		Yes	
	Did you receive any income from salary, wages, taxable state benefits or from occupational or private pensions?	Tax year 2020-21		Tax year 2020-21		
9.3			No – go to 9.4		No – go to 9.4	
			Yes – give details		Yes – give details	
①	Total income from salary/wages	£		£		
①	Total income from taxable state benefits	£		£		
	Total income from occupational pension(s)	£		£		
	If you received a lump sum pension, only declare the amount you received that you paid tax on.					
	Total income from private pension(s)	£		£		
	If you received a lump sum pension, only declare the amount you received that you paid tax on					

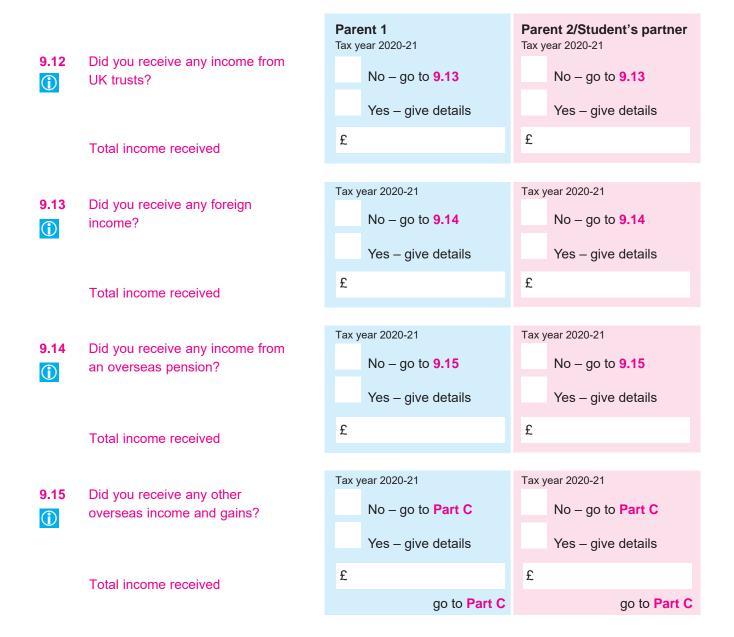
9.4 Did you receive any income from a state retirement pension? Tax year 2020-21 No – go to 9.5 No – go to 9.5	No – go to 9.5 Yes – give details	
Total lump sum amount received £		
9.5 Did you receive any income from savings and investments? Tax year 2020-21 No – go to 9.6 Yes – give details Tax year 2020-21 Yes – give details		
Total interest from UK banks, building societies and unit trusts		
Total income from UK life insurance gains, securities and partnerships £		
Total income from UK investments and dividends		
Total income from foreign investment and dividends		
9.6 Did you receive any taxable benefits in kind? Tax year 2020-21 No – go to 9.7 Yes – give details Tax year 2020-21 Yes – give details		
Total income from taxable benefits in kind		
Tax year 2020-21	Tax year 2020-21	
9.7 Did you receive any other income during tax year 2020-21 that you have not told us about in Part A? Yes – go to Part B Yes – go to Part B		



Part B

Any other income







Part C

Income deductions

How to complete Part C

- Answer every question.
- Where you answer 'Yes' to a question you must give gross deduction amounts.
- Any amounts given must be for the tax year starting 6 April 2020 and ending 5 April 2021.
- If you leave any question blank in Part C we will not be able to process this application.
- If you don't receive a specific type of deduction listed in a question, write 'n/a'.



go to Section 10



go to Section 10

Section 10 Parent(s)/partner's declaration

How to complete this section

If you're a single parent of the student

Read and understand the declaration below then sign and date as **Parent 1**, leave **Parent 2/Student's** partner blank.

If there are two parents, or one parent and their partner, in the student's household

Read and understand the declaration below then sign and date both **Parent 1** and **Parent 2/Student's partner**. Your partner should complete the declaration for **Parent 2**.

If you're the partner of the student

You need to read and understand the declaration below then sign and date as **Parent 2/Student's partner**, leave **Parent 1** blank.

Parent/Partner declaration

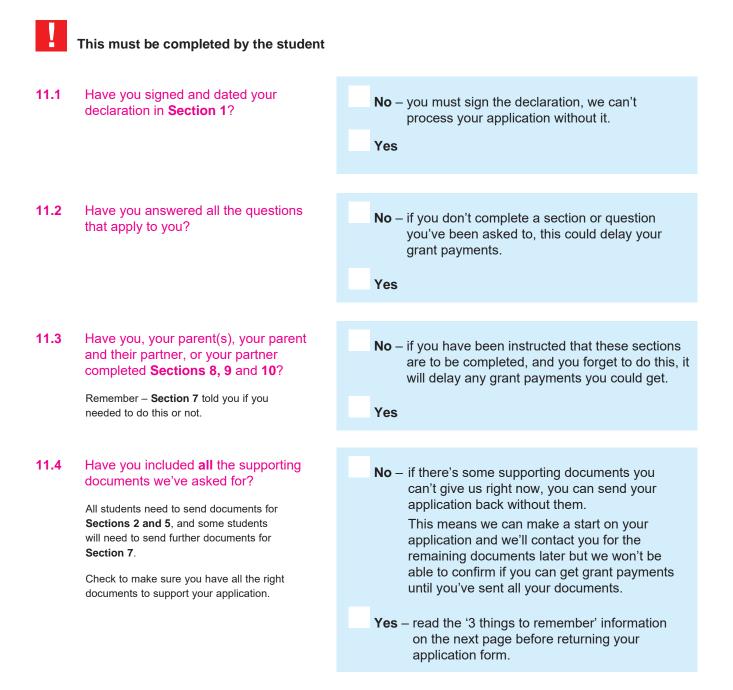
By signing and dating this declaration you confirm that:

- the information given on this form is correct and complete to the best of your knowledge and belief;
- you understand that any attempt to dishonestly obtain this grant shall be treated as fraud and may result in criminal and/or civil proceedings against you; and
- · you have read and understood these statements.

Parent 1	Parent 2/Student's partner			
Full name (in BLOCK CAPITALS)	Full name (in BLOCK CAPITALS)			
Signature	Signature			
Today's date Day Month Year	Today's date Day Month Year			



Section 11 Finalising your application





3 things to remember



1 Get paid on time!

Send us your completed application form as soon as you can and as far in advance of your course start date as possible so that there is plenty of time for us to contact you to finalise your grant application before you start your studies.

Don't worry if you don't have all your supporting documentation right now, still send us your completed form so we can start to process it. Just send in your documents as soon as you can after this in order to avoid any delay.

Make sure you send us your completed application form with all appropriate evidence by **30th June 2022** at the latest if you want to have your grant application assessed and ready for the start of your course.



2 Check the postage

Make sure that you've included all evidence with your completed application, had it weighed and paid the correct postage costs.

Remember to ask for proof of postage!



3 Send the form

Return your completed form and supporting evidence to the address below:

Student Finance Wales FE Customer Services PO Box 5597 Glasgow G52 9BS



Confidential

Equal opportunities questionnaire

How to complete this section

The following questions are voluntary – you do not have to answer them. Whether you answer them or

not will not affect your application for this grant. If you do answer, the information may be used to help the Welsh Government develop its policies in the future.						
1	Do you consider yourself to have a disability?		Yes No			
2	What do you consider your nationality identity to be? (Choose as many or as few as apply.)		Welsh British Irish Scottish English Other			
3	Choose ONE section from A to E, then tick the appropriate box to indicate your ethnic group.	Α	White British Any other white background			
		В	Mixed White and Black Caribbean White and Black African White and Asian Any other mixed background			
		С	Asian or Asian British Indian Pakistani Bangladeshi Any other Asian background			
		D	Black or Black British Caribbean African Any other black background			
		E	Chinese or other ethnic group Chinese Any other			

