

APPLICATION FORM

Your Details

Full name: Student ID no:

Contact address:
.....
..... Post code:

Home tel: Mobile tel:

Email Address:

Course title: Year of study:

Eligibility

Please tick to confirm that you are:

UK student	<input type="checkbox"/>
EU student	<input type="checkbox"/>
Paying tuition fees of £9,000	<input type="checkbox"/>

And to show which eligibility criteria you meet:

In receipt of Maintenance Grant	<input type="checkbox"/>
In receipt of Disabled Student Allowance (DSA)*	<input type="checkbox"/>
In receipt of Care Leavers Bursary	<input type="checkbox"/>
Assessed as an Independent Student*	<input type="checkbox"/>
Have one or more dependents*	<input type="checkbox"/>

*If you have ticked one of these boxes, please provide appropriate evidence that you meet this eligibility criteria and attach it to your application.

Placement Details

Name of host organisation/company:

Organisation/Company address:

.....

..... Postcode:

Organisation/Company phone no:

Name & Position of contact:

Contact Email address:

Placement Start date: End date:

No. of hours per week you will be working:

Will you receive any payment for undertaking your placement?

Does your placement form part of your third year Practice in Context (PiC)? YES / NO

Does your placement host have Employer Liability & Public Liability Insurance:

Your Role & Placement Outcomes

Please describe the role and tasks you will be undertaking during the placement:

.....

.....

.....

.....

How does this particular placement link to and support your studies?

.....

.....

.....

.....

.....

Attach additional sheets if necessary

What are the specific outcomes of your placement that you'd like to achieve?

.....
.....
.....
.....

Attach additional sheets if necessary

Costs

Please provide detailed information and a breakdown of the costs relating to your placement:

Travel:
.....
.....

Total Travel costs: £

Accommodation:
.....
.....

Total Accommodation costs: £.....

Other:
.....

Total Other costs: £.....

Estimated total cost: £

Details of any costs which you are self-funding and therefore not requesting help towards:

.....
.....

Total requested from Placement Bursary Fund: £.....

***Please attach evidence of your costs and demonstrate that they are economical options.
Web addresses are not sufficient; but print outs from online searches/bookings are acceptable.***

Your Financial Circumstances

Please tell us about your current funding arrangements. Do you receive a:

- | | | |
|------------------------------|----------|-------------------------|
| - Maintenance Loan? | Yes / No | Amount for year: £..... |
| - Maintenance Grant? | Yes / No | Amount for year: £..... |
| - University Bursary? | Yes / No | Amount for year: £..... |
| - Other scholarships/awards? | Yes / No | Amount for year: £..... |

If 'Other' please specify:

Have you received any support from Falmouth University's Hardship Fund this academic year? Yes / No

Do you have any siblings currently studying at University? Yes / No

Do you have any dependants? Yes / No

If 'Yes', please detail:

Student Declaration

In applying for a Falmouth Placement Bursary, I understand and accept the following conditions:

- I undertake to use the funds only as described in my application.
- I understand that if I become unable to undertake the placement as detailed in my application, I must contact the Student Funding Team as soon as possible to discuss this.
- If I use the bursary to fund anything other than the placement as outlined in this application, I will be required to re-pay the bursary.
- I agree to information about my placement, and receipt of any bursary awarded to me, to be used by the Falmouth University Student Funding and Brand Communications teams, for marketing and promotional purposes.
- I am happy for the Student Funding team to contact me following my placement and to provide feedback if requested.

Student name (in capitals):

Signed:

Date:

Return your completed application including evidence of costs and supporting academic statement to:

The Student Funding Team
Kerris Vean, Falmouth Campus, Woodlane, Falmouth, TR11 4RH
Tel: 01326 213744 / 255159 Email: studentfunding@falmouth.ac.uk

**ENSURE YOU SUBMIT YOUR APPLICATION AT LEAST 2 WEEKS PRIOR TO YOUR DATE OF DEPARTURE
RETROSPECTIVE APPLICATIONS WILL NOT BE CONSIDERED.**

FALMOUTH PLACEMENT BURSARY 2016-17

Information for Tutors & Course Leaders Providing a Supporting Academic Statement

Supporting statements from Tutors / Course Leaders are a key element of a student's application for a Placement Bursary. Supporting academic statements are essential to help us assess the eligibility & quality of the placement as well as the applicant's goals & aims in undertaking their planned placement.

When completing the supporting statement, please comment on the academic suitability and quality of the placement in contributing towards the student's work and/or professional development aims. We would like you to confirm that the proposed dates are acceptable; if the student's intended outcomes relate to the area in which they are currently working, and if you believe the placement will be beneficial to their studies.

To help us prioritise and differentiate between applications, please consider and comment on why/if this student and this placement are particularly suited.

As part of their application, the student will have provided brief details relating to their personal and financial circumstances. To help us consider and prioritise applicants' need for support from bursary funds, you are asked to add anything else that you feel will help demonstrate their need for financial assistance in order to undertake the proposed placement.

Finally, we would be grateful if you could add any additional information you feel would be relevant.

Please use the Supporting Statement Sheet attached and ensure that it is either passed back to the student to attach to their application, or submitted directly to the Student Funding Team at least 2 weeks prior to the student's planned departure date. Applications and supporting statements should be submitted to:

The Student Funding Team
Kerris Vean
Falmouth Campus
Woodlane
Falmouth
TR11 4RH
Tel: 01326 213744 / 255159
Email: studentfunding@falmouth.ac.uk

FALMOUTH PLACEMENT BURSARY 2016-17 SUPPORTING ACADEMIC STATEMENT

To the Referee: You should complete this supporting statement having considered the attached placement bursary application. We will be looking for evidence of the following:

- The suitability of the placement, considering the student's work and study aims
- Your confirmation that the placement will be academically recognised
- Your confidence that the student will use the funds responsibly to undertake the placement as described in the application
- Your approval for the placement to be undertaken on the dates specified

Student Name:			
Referee Name:			
Position:			
Signed:		Date:	