



## Clackmannanshire Educational Trust

### Application for Grant

#### Section 1 – Applicant’s Personal Details

Full Name	
Address	
Email address	
Telephone number	
Date of Birth	
Marital status	
Name, relationship and age (if under 18) of other family members in the household	

If single and under the age of 21 please ensure that Section 6 is completed with parental income details.

#### Section 2 – Residence

How long have you been a resident of Clackmannanshire:

#### Section 3 – Education

Name of the last secondary school attended	
Dates of attendance	

#### Qualifications

Year	Subject or Module	Level (eg Nat5)	Grade/Band

Please complete and return this form to [education@clacks.gov.uk](mailto:education@clacks.gov.uk) or Education, Clackmannanshire Council, Kilncraigs, Greenside Street, Alloa, FK10 1EB. For enquiries call 01259 45 2499.

### Educational establishments attended since leaving school

Name of establishment	From	To	Course Title (full time or part time)	Qualification gained

### Section 4 – Nature of Application

Course/subject to be studied	
University/College to be attended	
Duration of course (include dates from and to)	
Mode of attendance (full time, part time, open learning, remote learning only)	
Travel necessary for the course (mileage and cost per week)	

### Section 5 – Special Circumstances

Give details of any special circumstances which you wish to draw to the attention of the committee.	
Have you applied to any other body for financial assistance? If so give details.	

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## Section 6 – Income for Previous Financial Year

Income	Applicant (and Parents if under the age of 21)	Other members of household e.g. Parent, spouse, partner
<ol style="list-style-type: none"> <li>1.               <ol style="list-style-type: none"> <li>a. Income from employment. State employer's name, address, email address, telephone number and have amount certified by employer.</li> <li>b. Pensions including retirement pensions etc.</li> <li>c. Child benefit</li> <li>d. Sickness, unemployment, Tax Credits, Universal Credits etc.</li> <li>e. Interest on shares, bank interest etc.</li> <li>f. Any other income, give details.</li> </ol> </li> <li>2. Charges on income               <ol style="list-style-type: none"> <li>a. Interest paid loans, bonds, mortgages (do not include capital repayment)</li> <li>b. Superannuation contribution.</li> <li>c. Premium on life insurance policies or retirement annuity contracts.</li> <li>d. Other annual charges (excluding rent and council tax)</li> </ol> </li> </ol>		

## Section 7 – Grant

Purpose of Grant (see guidance notes) give brief description	
Value of Grant applying for in pounds (£)	

## Section 8 - Applicants Declaration

I certify that to the best of my knowledge and belief the statements contained in this application are full and correct in every respect.

Signed (by applicant)		Date	
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## Section 9 – Certificate by Employer

Name of company	
Applicants supervisor/manager	
Address of company	
Email address Telephone number	
Employee's Occupation and payroll number	
If employed for less than 12 month give start date	
Gross salary per month Bonus, overtime (average per month)	
Signature on behalf of employer  Name Job Title Telephone number Email address	
Date of signature	

Employers stamp
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## Section 10 – Referees

Include 2 referees written statements to support the application giving such information as the length of time known to applicant, character of applicant, opinion on whether course, travel, research etc. is appropriate and will benefit the applicant.

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