

# FORM A

(To be completed by student)

## THE CHARITY OF WILLIAM WILLIAMS

Established 1621 (Registered Charity Number 202188)

### SHAFTESBURY

#### APPLICATION FORM for an EDUCATIONAL GRANT

For the academic year 2017/2018

*The details you provide will be treated in strict confidence for the sole use of the Trustees of The William Williams Charity but other similar grant making bodies may be notified of your application*

Please return this form as soon as possible but no later than the closing date for applications on **8th September 2017** to Mr. R.J. Humphries (address below).

The eligibility criterion is that you must have been a **permanent resident** of Shaftesbury for the previous year.

**Please print in block capital**

Name:

Address

Tel No: ..... Fax No:..... E-Mail .....

Schools attended: .....

.....

University/college/further education/apprenticeship applied for: .....

.....

#### For First Time/First Year Applicants

**Note: It is important that you contact the Trustees as soon as possible after your exam results are available so that we might arrange a mutually convenient meeting date prior to your departure to College/University/apprenticeship etc**

**ALL APPLICANTS - Please provide the following information** and return together with your application form (you will need to bring original documents with you to the interview):-

1. Copy letter of acceptance on headed paper from above establishment
2. Copy letter from Student Finance Direct regarding your loan entitlement together with Student Financial Notification paper attached.
3. If this is your first application for a grant but your second or third year at the above establishment, copy details of the previous year's pass marks will also be required
4. Other details regarding any earnings (provide copy wage slip /P60 for previous year if applicable)
5. Whether or not you have applied to other charities for a grant and if successful the amount received
6. Parental /household income will be taken into account when considering this application (see attached Form B). **Please note** that non receipt of completed Form B will invalidate this application.

#### For Second/Third Year Applicants

Please send a copy of your results for the previous academic year with this form by no later than the final date for applications. (Please note: your results will not be used to judge your eligibility for a further grant).

**NB** Should you not complete the academic year you are required to inform us and you may be requested to repay all or part of any grant given to you.

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Upon receipt of the above information you **may/will** be asked to attend an interview prior to your departure/return to the above establishment with the under mentioned Trustee. Subject to your fulfilling the relevant criteria and providing the information requested the Board of Trustees will consider your application at their meeting on the 12<sup>th</sup> September 2017 and you will be advised in due course as to the outcome of their deliberations.

Signed: ..... Dated: .....  
(Applicant)

**I enclose copies of the following documents and will bring originals to interview (if required):-**

- letter of Acceptance from University/College
- letter from Employer (if applying regarding apprenticeship) confirming your employment with that company
- letter from Student Finance Direct regarding student loan
- results from previous year's exam results (if applicable)
- wage slips/P60 (if applicable)
- I have not applied to any other charities
- I have applied to another charity for a grant (provide details)
- I enclose Form B completed by my parent/guardian
- Form B is being returned to you under separate cover

*(Delete as appropriate)*

## **Data Protection Statement:**

It is part of the Trustees responsibilities to ensure that applicants for grants are suitably qualified under the terms of the Charity's Governing Instrument. Trustees therefore need to make appropriate investigations of each applicant. The personal data supplied on this form will be held on file and be used for the sole purpose of the Trustees of the Charity of William Williams to determine any award and not be disclosed to any other organisation.

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**Please tear off and keep this section of the form**

**Please return the above form to:-**

Mr. R.J. Humphries  
Stonecroft  
3 Boyne Mead  
Shaftesbury SP7 8NX

Tel: 01747 852922 Email: rayhumphries@williamwilliams.org.uk