



Contact us on:

0141 274 6791

www.gha.org.uk

Glasgow Gold Education Grant Application Form



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Education Grants Frequently Asked Questions - FAQs

This booklet will be supplied to help you complete the Education Grants application form. If you have any questions please contact the Glasgow Gold team on **0141 274 6791** or email **glasgow.gold@gha.org.uk**.

All information provided will be treated confidentially and will only be used to consider your application.

When you return this completed form you must attach:

- A letter from your learning provider confirming your attendance
- If you have not started your course you must attach your college/university application form. An offer letter is unacceptable.

FAQs

How much can I apply for?

You can apply for a grant between £50-£500.

Who can apply for a grant?

Glasgow Gold members who are, or are applying to be on, a Further or Higher education course. Glasgow Gold education grants are also available to 16-19 year olds, who live with their parents/guardians and whose parents/guardians are GHA tenants. All applicants must be over 16.

If you're aged between 16-18 we need your parent(s) or guardian(s) to sign the form.

Will I have to pay the money back?

No. This is a grant not a loan.

How do you decide who gets a grant?

Applications are reviewed by the qualification you will receive when you complete the course and by your personal circumstances. Priority will be given to applicants that either studying for a Scottish Credit and Qualifications Framework (SCQF) level 5 or above. Priority will also be given to those studying for basic adult literacy and numeracy skills. The table below outlines the qualifications that are SCQF 5 or above.

SCQF	SQA National Units	Higher Education Qualifications	SVQs
12		Doctorate	
11		Masters	SVQ 5
10		Honours degree	
9		Ordinary degree	
8	Diploma of HE	HND	SVQ 4
7	Advanced Higher	HNC Certificate of HE	
6	Higher	12	SVQ 3
5	Intermediate 2/Credit S Grade	12	SVQ 2
4	Intermediate 1/General S Grade	12	SVQ 1
3	Access 3/Foundation S Grade	12	
2	Access 2		
1	Access 1		

Is there a deadline for the applications?

No, the grants panel meets monthly, so you can apply at any time.

When you ask – how much are you applying for – do you want know all my costs over the course?

No, we are only looking for information of what you want the grant for. For example if you are already received help with childcare leave this box blank. Remember we will only provide grants toward course related costs, not living expenses.

What is an Individual Learning Account?

An Individual Learning Account (ILA) is a scheme for anyone who earns £15,000 or less per year or is on benefits. If you earn £15,000 or less, you could get up to £200 per year towards the cost of learning through an ILA. If you earn more than £15,000 a year, you could get up to £100 a year towards some computer courses. This money is a grant not a loan, so like the Glasgow Gold Grant, you do not have to pay it back. We advise you apply for an ILA before applying for a Glasgow Gold education grant. You can get more information on ILA's from ILA Scotland on 0808 100 1090.



Why do you need information about my finances?

We will award grants according to financial and personal need. This information will be dealt with in the strictest of confidence and will not be passed to any other organisation.

What information are you looking for when you ask what this grant will enable me to do?

This gives us a chance to find out a bit more about why you are taking the course, what you hope to get from the course and what the course will allow you to do.

I am on benefits will this grant affect them?

Unfortunately there is not a simple answer to this question. We have received advice that a grant will be considered as an irregular payment to individuals and therefore considered as capital for the purpose of the following benefits, Income Support, (IB) JSA, Housing Benefit and Council Tax Benefit. *If you think this grant may bring your capital to a level where it will affect your benefits please speak to your benefit provider before applying for a grant.*



How soon after I have applied for a grant will I find out if I have got it?

The education grant panel meets monthly. We will let you know the outcome of your application within five working days after the meeting.

How many times can you apply for a grant?

Once per financial year (April to March).

You have given me information about other funding – why?

To help you make sure that you receive all the funding you can. If you want any information about the funding please visit <http://www.scotland.gov.uk/Topics/Education/Funding-Support-Grants/FFL/Intro/Contact> or contact your learning provider.

If I am not happy with the decision you made – what can I do?

First of all we would ask that you contact the Glasgow Gold team to see if we can resolve your complaint. If you are not satisfied with this resolution you can make a formal complaint, this should be made to the Chief Executive's Department of GHA.

Still got a question? Contact the Glasgow Gold Team on 0141 274 6791.

Alternative funding available from February 2006

This table gives a guide as to what further funding may be available to you from February 2006. This information is purely for guidance. If you want to find out more information about any of these funding options contact either your learning provider or the Student Awards Agency for Scotland.

Type of funding	Staying on at school	Full-time		Part-time		Distance learning		Learning while you work
		Further Education	Higher Education	Further Education	Higher Education	Further Education	Further Education	
Course Fees								
Tuition Fee		✓	✓	✓		✓		
ILA Scotland		✓		✓	✓	✓	✓	✓
Career Development Loan		✓	✓	✓	✓	✓	✓	✓
PSAS			✓					
Living Costs								
Education Maintenance Allowances	✓	✓						
Student Loans			✓		✓		✓	
NHS Bursaries			✓					
HE Young Student Bursary			✓					
HE Young Student Outside Scotland Bursary			✓					
FE Maintenance Bursary		✓		✓				
Travel Costs		✓	✓	✓		✓		
Study Costs		✓		✓		✓		

Type of funding	Staying on at school	Full-time Further Education	Part-time Higher Education	Distance Learning Further Education				Learning while you work
					Higher Education	Further Education	Further Education	
Help for Dependants								
Adult Dependant Grant		✓	✓	✓				
Child Tax Credit		✓	✓	✓	✓	✓	✓	✓
Loan Parents Grant			✓					
Loan Parents Childcare Grant			✓					
Childcare Funds		✓	✓	✓		✓		
Other Support								
Disabled Student Allowance			✓		✓		✓	
Additional Support Needs for Learning Allowance		✓		✓				
Modern Apprenticeship								✓
Skillseekers								✓
New Deal								✓
Hardship Funds								
Vacation Grant for Care Leavers			✓					
Charities		✓	✓	✓	✓			

Application for Education Grant

Please read the included FAQs before completing this application form. Do not hesitate to contact Glasgow Gold team should you require any further assistance in completing the form.

When you return your completed form you must attach a letter from your learning provider confirming your attendance. If you have not started your course yet make sure you attach your college/university application form.



About you - Personal details

Name
Address
Glasgow Gold Card number (if known)
Contact Number

About your course

Have you started your course yet? *Please tick* Yes No

If yes, at what stage of the course are you?

What is the official title of your course?

Mode of study (Full-time, Part-time, Day Release, Evening Class, Open Learning etc.)

Name of Learning Provider (e.g. Cardonald College, Glasgow University)

About the grant - Fees

Do you have to pay your own course fees? *Please Tick* Yes No

If no please go on the next section – **Course related costs.**

If you pay the course fees yourself, please say why.

DETACH HERE

How much are the fees?

£	Per term/year
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Are you applying for a grant to cover costs other than fees?

Please tick Yes No

Course Related costs

We only require information on the costs that will be covered by the grant.

	Total Costs	Amount £
Travel costs to work/college		
Childcare costs		
Books		
Tools or special equipment		
Other costs <i>(please specify)</i>		
Total amount required		

Other funding

Are you eligible for an Individual Learning Account Scotland? Yes No

Have you applied for an ILA Scotland? Yes No

Have you applied for funding anywhere else?
(e.g. other charities, Trusts, Government funding bodies, bank loan, SAAS) Yes No

If yes give details:

Organisation	Did this organisation provide you with a grant (yes/no)	Amount awarded

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About you - What will this grant enable you to do?

This gives the panel a chance to find out a bit more about you - why you are taking the course, what you hope to get from the course and what the course will allow you to do. *Additional space is provided overleaf.*

What is the estimated gross, before tax, annual income of your household (including that of your husband/wife/partner) for the year of study for which this application is made?

This figure should include any grants, bursaries, earnings and benefits you receive. If you are a dependant please give your parents' combined incomes.

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Do you have any dependents or people for whom you act as a carer?

(Please give brief detail)

I certify that all the information contained in this form is true and correct to the best of my knowledge. I realise that false information or omissions may lead to the removal of the grant without notice or for the grant to be recouped without notice.

Signature	Date
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