COLLEGE FUNDING APPLICATION

Evidence required

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ID documents

When applying for bursary/EMA, you will be asked to upload evidence to support your application.

This guide will help you with examples of the evidence the funding team will accept in order to assess your application successfully.

Please see the below for examples of ID Documents we can accept.

Valid passport



Birth Certificate

		BIRTH		Entry No.
Registration dist	rict		Ad	ministrative area
1. Date and pl	lace of birth	CHILD	OF I	
2. Name and	surname		23. 4-	3, Sex
4. Name and	surname	FATHER	2.39	
5. Place of bir	rth	6. 0	eccupation	
- 11		HOTHER		
7. Name and	surname	MOTHER		
	ورو المراجعة المراجعة المراجعة	and the same		
8.(a) Place of bir	rth	8. (b)	Occupation	
9.(a) Maiden sur	name	9. (b) :	Surname at marriage if c	lifferent from maiden surnan
10. Usual addre	ess (if different from place of ch			
11. Name and a	surname (if not the mother or f	uther) INFORMANT	12 Qualification	
13. Usual addre (if different that in 10 a	from	ither) INFORMANT	12. Qualification	
13. Usual addre (if different that in 10 a	ess from bove)	ather) INFORMANT INFORMANT are true to the best of my knowled		Signatu of infor
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Usual address (if different that in 10 a) 14. I certify tha 15. Date of regi 17. Name given after regists	ess (from bove) at the particulars entered above istration	are true to the best of my knowled	ge and belief	Signatu of infor
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Usual address of different that in 10 al 14. I certify tha 15. Date of registration of the control of the	ess from to the particulars entered above stration istration irration,	are true to the best of my knowled 16. Si	ge and belief gnature of registrar	Signatu of infor

Residency Card

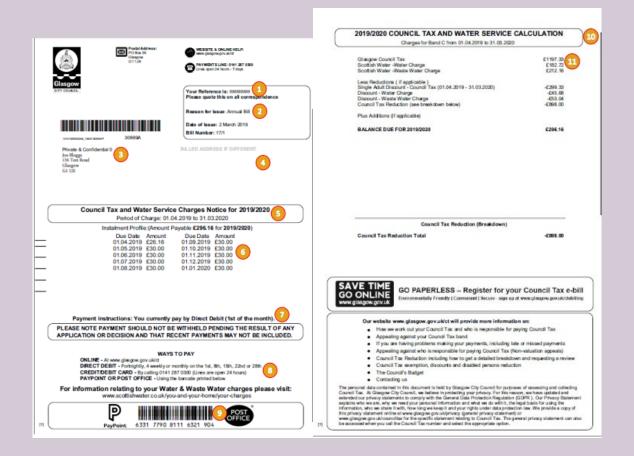


Immigration status document



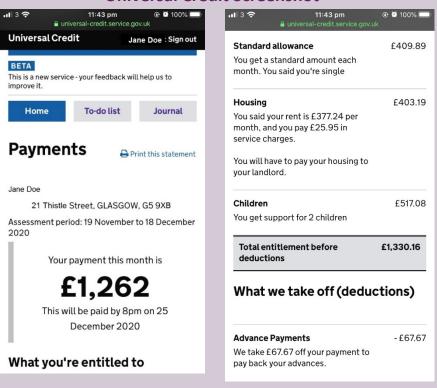
Lone parent

Council tax letter



Upload BOTH sides of the page

Universal Credit Screenshot



Tax Credit Award



Claimants

Your tax credits are based on you being part of a couple. If you have separated, please tell us. You may be able to make a new claim to tax credits, either on your own or as part of a new couple.

MR KURT STONE

You work 16 hours a week.

MRS GRACE STONE

You claimed tax credits jointly with the person named above.

You work 16 hours a week

Qualifying children and young people

- 1 aged one or less.
- 3 aged between one and sixteen.
- 3 aged between sixteen and twenty.

Childcare costs

You have no qualifying childcare costs. If you start to pay for childcare and you qualify for Working Tax Credit you may be able to claim the childcare element of Working Tax Credit. Contact us for details.

Income

YANES THE PROFESSION APPARAGE SPORT STORE STORE THE STORE THE TENER THE TENE

MR KURT STONE

Earnings as an employee £10000.00

Your total income £10000.00

MRS GRACE STONE

Earnings as an employee £5000.00

Your total income £5000.00

Total income for the year 6 April 2014 to 5 April 2015 £15000.00

Dependent Children

This means any brothers or sisters living at home, please do not include any brothers or sisters who are working or registered unemployed.

CERTIFIED COPY OF AN ENTRY Pursuant to the Births and Deaths Registration Act 1953 BIRTH Entry No. CHILD Date and place of birth FATHER 5. Place of birth 8.(a) Place of birth 10. Usual address (if different from place of child's birth INFORMANT 12. Qualification Usual address (if different from that in 10 above) 14. I certify that the particulars entered above are true to the best of my knowledge and belief *Superintendent Registrar *Registrar CAUTION: THERE ARE OFFENCES RELATING TO FALSIFYING OR ALTERING A CERTIFICATE AND USING System No. 509676548 OR POSSESSING A FALSE CERTIFICATE. ©CROWN COPYRIGHT WARNING: A CERTIFICATE IS NOT EVIDENCE OF IDENTITY.

Birth Certificate

Tax Credit Award or Child Benefit Letter



Reprint-reference-X 999

MR KURT STONE Helplines 0345 300 3900 Minicom/Textpho 0345 300 3909

PRESTON PR1 0SD

Date 18 May 2015

Tax credits award for 06/04/2014 to 05/04/2015

MR KURT STONE MRS GRACE STONE National Insurance number AB 44 67 88D National Insurance number PY 56 57 58A

£85.37

£4268.30

Summary

Tax credit for the period - see Part 2

£85.37 Working tax credit (other than childcare) £4268.30 Child Tax Credit

Amounts still to be paid to you - see Part 3

Working Tax Credit

to MR KURT STONE

Child Tax Credit to MRS GRACE STONE

Tax credits are based on your personal circumstances and income for the whole tax year. After the end of the tax year, when all the information is known, we make a final decision about how much you are entitled to receive.

Part 1 of this form shows your circumstances, including your income. Please check this part and tell us immediately if anything is wrong, missing or has changed.

Claimants

Your tax credits are based on you being part of a couple. If you have separated, please tell us. You may be able to make a new claim to tax credits, either on your own or as part of a new couple.

MR KURT STONE

You work 16 hours a week

MRS GRACE STONE

You claimed tax credits jointly with the person named above.

You work 16 hours a week

Qualifying children and young people

1 aged one or less.

3 aged between one and sixteen.

3 aged between sixteen and twenty.

Childcare costs

You have no qualifying childcare costs. If you start to pay for childcare and you qualify for Working Tax Credit you may be able to claim the childcare element of Working Tax Credit. Contact us for details.

YANG INFORMER FAST LITTLE WEAT A SOULT 2014 HOUT APPEL 2015 House that it is correct.

MR KURT STONE

Earnings as an employee

£10000.00

£10000.00

Your total income

MRS GRACE STONE Earnings as an employee

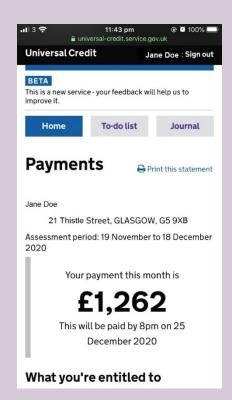
£5000.00

Your total income

£5000.00 £15000.00

Total income for the year 6 April 2014 to 5 April 2015

Universal Credit Screenshots







Please DO NOT send a copy of the list of UC payments unless we specifically ask for it.

Evidence of "Other" Income

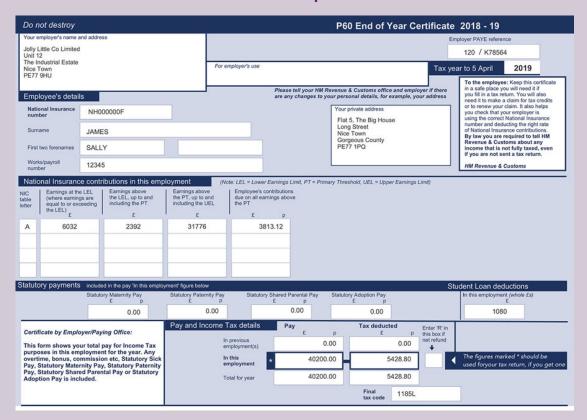
This refers to you, the student, if you receive PIP/DLA/Carer's Allowance or Universal Credit.



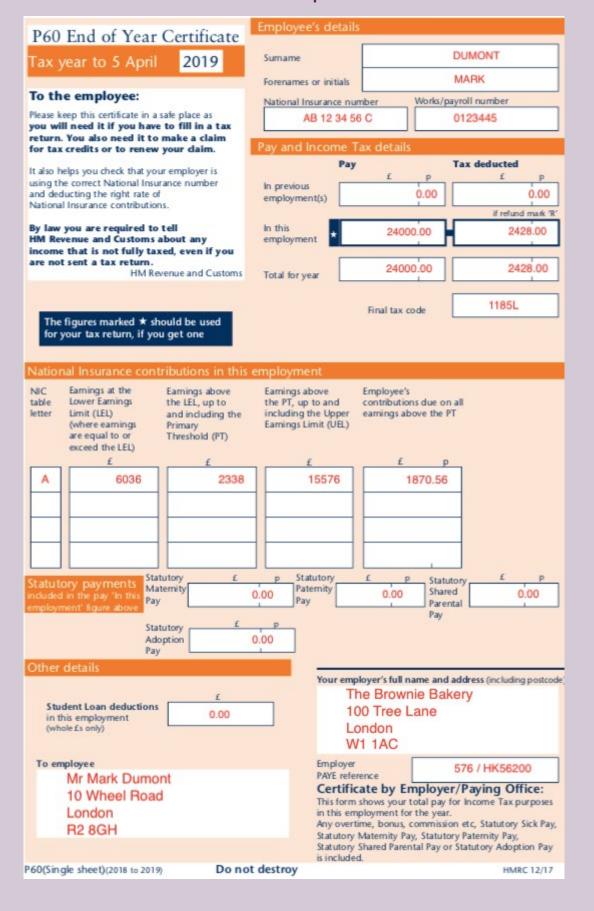
Evidence of parental income

Employed – P60 and March Payslip

P60 Example 1



P60 Example 2



Week 52 Payslip

Payroll Name	MANAGER				Paydate 30	0/3/2021
Employee Name	JOE BLOGS				Tax Period 52 Tax code N.I. Number	
Reference No.	12345678	90			N.I. Code	
Payments			Deductions		This Period	
Description Basic Salary Payments	U/T Rate	Cash	Description Tax NI - A LGPS Deductions	Cash	Taxable Payments This Pensionable Pay This Employer's Pension Pa Employer's NI This Taxable Pay YTD Niable Pay YTD Niable Pay YTD NI Paid YTD - A Pensionable Pay YTD Pension YTD	ald
				\equiv	NET PAY	
					Paid By 8 Sort Code Account	ACS

Self Employed – 2020 SA302

1	\ HM Revenue		Ref:		
(cip)			ear: 2012		
CHARLES .	& Customs	(DUID:		
$\overline{}$			Name:		
Tax Calc	ulation for 2011-12 (year ended 5 April 2012)				
	f the figures used in this calculation have been adj culation. Some of the arithmetic may appear incorr		agree with the	taxpa	yer's
Income r	eceived (before tax taken off)				
Pay from	all employments £ 7,44	40.00			
		75.00			
	rom UK companies (plus 10% tax credits) £ 55,00	00.00 £	62,515.00	1	
	ersonal allowance	£	7,475.00		
Total inc	ome on which tax is due	£	55,040.00		
How I ha	ve worked out your Income Tax				
Intere	st received from a bank or building society etc.	40.00	@ 10% =	£	4.0
	Dividends from companies etc. £ 34,96	60.00	ହ 10% =	£	3,496.0
		_	2 32.5% =	£	6,513.0
Total inco	ome on which tax has been charged £ 55,0	40.00			
Income	Tax charged		- MA	£	10,013.0
minus	10% tax credits on dividends from UK companies (no	ot repayab	ole)	£	5,500.0
Income	Tax due after dividend tax credits			£	4,512.7
minus	Tax deducted Interest received from UK banks and building societi	es £	15.00	1	
	Total tax deducted		,5.00	£	15.0
	come Tax due			E	4,497.7

Balance Sheet from Accountant (we would also require the official stamped front/back page)

2	
	015
£	£
	23,230
16,000 5,500	
	(21,500)
	1,730
	12,000
	2,000
	15,730
	800
460 15,310	
	15,770
540 300	
	(840)
	5,500 460 15,310

Benefits

We will require evidence of benefit income if your parent is receiving any of the following – Income Support, Universal Credit, ESA, JSA, Incapacity Benefit

We would first of all ask that you upload the most up to date benefit letter which shows amount of income per week/month or year. If this is not available you can request a Statement of Earnings from HMRC, please see below for an example of this —



Address

Pay As You Earn and Self Assessment HM Revenue and Customs BX9 1AS

Phone 0300 200 3300 For our opening hours go to www.gov.uk/hmrc/contact or phone us

Web www.gov.uk

Date

16 July 2018

NI number

Dear Name

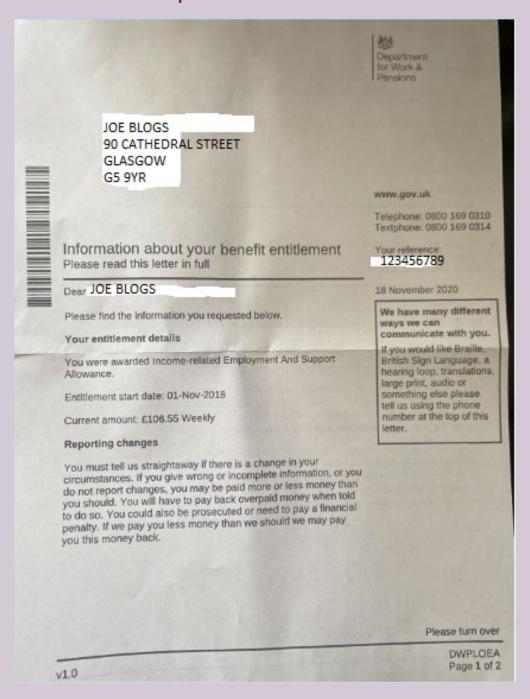
Employment history

I am writing about your phone call of 13 July 2018, asking for your employment history. For the tax years 2013 to 2014, 2014 to 2015, 2015 to 2016, 2016 to 2017 and 2017 to 2018 my records show the following.

Sources of income for the tax year ended 5 April 2014

Employer/Pension provider	Reference	Start date	End date	Pay	Tax	Tax code
Company1		23/11/2013	18/07/2014	£0,000	£0.00	944L
		- 7				

Example of Benefit Income Letter



We can also accept a 4 week bank statement to show income from benefits if none of the above are possible to attain.



Your Account Statement

Issue Date: mm/dd/yyyy

Period: mm/dd/yyyy to mm/dd/yyyy

111-234-567-890

Bit Manufacturing Ltd

2450 Courage St, STE 108 Brownsville, TX 78521

Bickslow Bank

<Branch Name>

231 Valley Farms Street Santa Monica, CA bickslowbank@domain.com

Date	Payment Type	Detail	Paid In	Paid Out	Balance
	, , ,	Balance Brought Forward			8,313.3
nm/dd/yyyy	Fast Payment	Amazon		132.30	8,181.0
nm/dd/yyyy	BACS	eBAY Trading Co.		515.22	7,665.7
nm/dd/yyyy	Fast Payment	Morrisons Petrol		80.00	7,585.7
nm/dd/yyyy	BACS	Business Loan	20,000.00		27,585.7
nm/dd/yyyy	BACS	Jumes White Media		2,416.85	25,168.9
ım/dd/yyyy	Fast Payment	ATM High Street		100.00	25,068.9
m/dd/yyyy	BACS	Accorn Advertising Studios		150.00	24,918.9
m/dd/yyyy	Fast Payment	Marriott Hotels		177.00	24,741.9
m/dd/yyyy	Fast Payment	Abelio Scotrail Ltd		122.22	24,619.7
m/dd/yyyy	Fast Payment	Cheque 000234		1,200.00	23,419.7
m/dd/yyyy	Int. Bank	Interest Paid	9.33		23,429.0
m/dd/yyyy	DD	OVO Energy		270.00	23,159.0
m/dd/yyyy	BACS	Toyota Online		10,525.40	12,633.6
m/dd/yyyy	BACS	HMRC		1,000.00	11,633.6
m/dd/yyyy	DD	OVLA		280.00	11,353.6
m/dd/yyyy	EBP	Michael Kor Salary		1,554.00	9,799.6
nm/dd/yyyy	DD	BOS Mastercard		4,000.00	5,799.6
ote:					

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