

GRANT APPLICATION FORM

1. PERSONAL DETAILS

FIRST NAME: SURNAME:

COURSE START DATE: COURSE END DATE:

DEPARTMENT:

COURSE:

TERM TIME ADDRESS: HOME ADDRESS:

TELEPHONE NO: MOBILE NO:

EMAIL ADDRESS:

DETAILS OF ANY ADULTS OR CHILDREN DEPENDENT ON YOU:

NAME	RELATIONSHIP TO YOU	AGE	EMPLOYED

2. GRANT REQUESTED

MAKING A DIFFERENCE GRANT

CHANGE IN CIRCUMSTANCE GRANT

COURSE PROGRESSION GRANT

STUDY MATERIALS GRANT

CAREER SUPPORT AND ASSISTANCE GRANT

Please see guidance section for further information about each grant

3. NEED FOR CHOSEN GRANT

PLEASE EXPLAIN THE CAUSE OF YOUR FINANCIAL NEED AND HOW RECEIVING SUPPORT WILL MAKE A DIFFERENCE.

4 DECLARATION

I certify that all the information given on this form is correct. I give permission for enquiries to be made of the relevant authorities to substantiate the information provided.

I undertake to notify any changes in my circumstances immediately.

I understand that giving false information or failing to disclose all relevant information may lead to rejection of my application.

Signature: Date:

Please return completed application to enquiries@icasfoundation.org.uk or post to Linda Jamieson, Head of the ICAS Foundation, CA House, 21 Haymarket Yards, Edinburgh EH12 5BH +44(0)131 347 0313

ICAS FOUNDATION GRANTS GUIDANCE

The ICAS Foundation recognises that students can face different financial pressures at different times throughout their academic careers, often through no fault of their own. This then affects how the students studies, sits exams and even interviews for a job. The ICAS Foundation has a small number of grants available to help meet these challenges if they are studying accountancy or finance.

With the exception of the Change in Circumstance Grant, all awards are only available to Scottish students whose parental income is under £34,000 and are studying on a relevant course.

The **Making a Difference Grant** is designed for a very specific purpose designed to help make a difference to the beneficiary in terms of the end result of their studies. For example, the grant could be used by students in the final year of study alleviate the need to undertake paid employment so be able to concentrate on their studies which would result in a better degree award. This would require a very strong academic reference so Trustees could feel confident that intended purpose of the grant would be met. The level of award would be discretionary for the Trustees up to a maximum of £1,500 payable according to a schedule to be determined by the ICAS Foundation

The **Change in Circumstance Grant** helps students who are facing problems due to the financial support expected from their parents or guardians not being forthcoming. A grant from the ICAS Foundation could offer vital bridging financial support that allows applicants to remain on their course. The level of award would be discretionary for the Trustees up to a maximum of £1,500 payable according to a schedule to be determined by the ICAS Foundation.

The **Course Progression Grant** is a smaller type of grant that can be applied for when students identify periods where they need to be able to concentrate almost exclusively on academic performance. There are times during the year, particularly around exams and coursework submission dates, that students would benefit from spending more time studying instead of working long hours or looking after children or suffering from other distractions. This grant would be paid out ahead of these times and would allow the student to focus all their efforts on their studies. The level of award would be discretionary for the Trustees up to a maximum of £500.

The **Study Materials Grant** is for a smaller amount required for specific purposes. Students on relevant courses may apply for help with purchasing books required for studying or towards the cost of a new computer where that was shown to be totally essential to be successful in their studies. Other study support materials will also be considered. The level of award would be discretionary for the Trustees up to a maximum of £250.

The **Career Support & Assistance Grant** is available to students who may be required to attend interviews for summer placements or employment on graduation and need support such as meeting the cost of travel or requiring more appropriate interview clothing. These types of issues could be addressed by this grant. Assistance may also be not financial but could involve one to one interview training or other advice which the ICAS Foundation may arrange instead. The level of award would be discretionary for the Trustees up to a maximum of £250 but may be extended depending on circumstances.

Requirements:

Please complete the application form. In section two please indicate which grant you are applying for. In section three please tell us why you are applying for that grant. If you are applying for a Make A Difference Grant please use up to 1,000 words. For the others please use up to 500 words. When you return your application please include a copy of your Scottish Young Student Bursary award letter (unless you are applying for a Change in Circumstance Grant), a copy of your most recent matriculation card and any other information that supports your application (for example, work payslips, nursery fees, quotes for equipment, letters confirming interview etc). The more relevant supporting information you can provide the more informed the ICAS Foundation will be about your need for a Grant. Please detach the academic reference form and pass it to a relevant member of academic staff. They will need to send that separately and will be treated confidentially (not seen by the grant applicant).