Access to Learning Fund – Things to Remember

Please use this guide to help you complete your application form and as a reminder of the evidence you have submitted. It is for your information only so does not need to be included with your application.

1) Before submitting your application
- Make sure you sign your form
- Complete all sections of your form
- Collect all relevant evidence for yourself and your partner if applicable (see list overleaf)

2) After submitting your application
- Keep an eye on your Warwick email as we will use this to request any additional supporting documents and to arrange an appointment

3) At your appointment
- Remember to bring your Warwick ID card
- Remember to bring balance slips for all bank accounts
- If you are bringing anyone with you please let us know (see below)

4) After your appointment
- Keep an eye on your Warwick email as we will use this to update you on the outcome of your application
- If you are granted an award please submit your bank details as soon as possible to enable payment to be made

Useful Information

Telephone number: 024 7615 0096
Email: studentfunding@warwick.ac.uk
Web Site: www.warwick.ac.uk/hardshipfunds
Address: Student Funding, Senate House, University of Warwick, Coventry, CV4 7AL
# Access to Learning Fund Evidence Checklist

Please provide evidence of all of the following that are relevant to your own circumstances:

## Section B Evidence

- [ ] Student Finance award breakdown (can be downloaded from your SFE online account)
- [ ] NHS Bursary notification
- [ ] Scholarship/Bursary award letter (other than Warwick Bursary)
- [ ] Postgraduate Loan/Professional and Career Development Loan letter
- [ ] Funding Council award letter
- [ ] Most recent benefit letter(s)
- [ ] Most recent Tax Credit Award notice
- [ ] Wage slips from start of academic year (for yourself and partner)

## Section C Evidence

- [ ] 3 full months bank statements for all current and savings accounts
- [ ] Most recent credit card statement for all cards
- [ ] Most recent store card statement for all cards
- [ ] Evidence of any investments
- [ ] Evidence of any outstanding loans
- [ ] Evidence of other debts

## Section D Evidence

- [ ] Rent contract
- [ ] Mortgage Statement
- [ ] Council Tax Bill
- [ ] Buildings Insurance certificate
- [ ] Childcare Information Form for each child (can be downloaded from our website)