

Documents needed for University Support Funds applications

Please try to upload these as **pdf documents**. Mobile phone screenshots can be unclear so may mean we have to come back to you for better quality documents; which will delay the assessment.

Mobile phone screenshots for bank account printouts are **NOT** accepted.

Everyone **must** upload the following to support their applications:

- **Tenancy agreement** for the relevant academic year – this must show the cost of the rent and the length of the tenancy
- **Transaction and daily balance printouts for ALL bank accounts** the applicant has in their name (and if applicable, any partners accounts); this includes Monzo and Revolut type accounts and savings accounts. The printouts must cover the two month period immediately prior to submitting their application. Eg 20/9/2022 to 20/11/2022 for applications submitted on or around 20 November.
- If the applicant has a **maintenance loan from Student Finance**, they must provide a printout of an instalment going into their bank account.
- **Proof of funding** – please upload ALL relevant letters
 - Student Finance letter for the relevant academic year
 - NHS Bursary /Learning Support Fund /Social Work Bursary letter
 - University /School /Department /International Scholarship
 - Postgraduate funding –including any loans taken out
 - Partner’s wage slips x 3 months or latest year’s self-assessment tax form
 - Evidence of Child Benefit
 - Evidence of tax credits or income from benefits

Additional documents that applicants should upload to support their application - where relevant

- Proof of therapy and/or supervision costs (Counselling students only)
- Proof of childcare costs – see template letter on the web page
- Proof of any childcare funding held, including childcare vouchers purchased through a work scheme
- Evidence relating to high medical costs
- Evidence relating to any field or mandatory course related trips

Anything else you believe will support your fund application