**Assessment of eligibility for the HEFCW Master’s funding for 2018/9 entry**

**Completed forms need to be returned by Friday 26th October 2018 and emailed to:**bursariesandscholarships@cardiff.ac.uk

**\*Please clearly mark your email ‘Postgraduate taught Scholarship’ in the subject line\***

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| **NAME**: | **STUDENT NO:** |
| **Programme of Study name:** |
| **Mode of Study (Full-time / Part-time / Distance Learning):** |

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| **1. Please give inclusive dates (month and year) of your periods of residence in Wales (or the EEA for EU non-UK nationals) for the full 3 year period prior to the start date of your programme. Evidence of your residence in Wales or the EEA for the past 3 years must be provided with this form. Please see section 4 below for details of the evidence that you can submit as proof of your residence.** |
| FROM | TO | REASON FORRESIDENCE | POSTAL ADDRESS DURINGPERIOD IN QUESTION |
| MONTH | YEAR | MONTH | YEAR |
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| **2. Please confirm your ‘settled’ status in the UK/EU (place X in one box)** |
|   |
| I am a British CitizenI am an EU (non-UK) national |
| I have indefinite leave to remain in the UK |
|  I have a Certificate of Entitlement of right of Abode in the UK |
|  Other. Please specify  |
|  |  |  |  |  |  |  |  |  |  |  |
| **3. You may use the following space to record any additional information not covered above which you feel is relevant to your eligibility assessment.** |

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| **Declaration:** |
| I confirm that I do not already hold a Master’s degree or other higher qualification gained either in the UK or overseas,ANDI am not in receipt of a Health or Social Work bursary,ANDI have not previously received any Student Loans Company Postgraduate Loan.I certify that the answers given by me to the questions on this form give a true and accurate account of my personal circumstances. |
| Signed: Date:  |

 **4. DOCUMENTS THAT CAN BE USED AS PROOF OF RESIDENCE**

**IMPORTANT:**

The documents you submit must show your name and home address. If your permanent home address has changed, we will require a full history (and evidence) for the last 3 years. We **cannot** accept a document (even if listed below) that contains your name but does not contain your address.

* If you are residing with your parents and submitting a document in their name, proof of relationship is required with the name of the parent or legal guardian.
* If you are residing with your spouse and are submitting a document in their name, proof of your relationship will be required.

**You are required to submit a minimum of two documents and these must be dated within the last three years.**

Please use documents from different years and they must be from different categories (i.e. two documents from Utility companies would not be acceptable).Please remember that the document must show your permanent home address as used on your application and include your name, **or** the name of your parent, guardian or spouse.

Acceptable documents are as follows and can be photocopies:

* Energy provider bill
* Bank statement
* Photographic ID
* Tax assessment
* Certificate of voter registration
* Correspondence between you and a government authority regarding the receipt of benefits such as a pension, unemployment benefits, housing benefits, etc.
* Mortgage statement
* Notification of undergraduate loan from Student Loan Company (SLC)

**Energy provider bills**

The following bills containing your full name and address are acceptable:

* Gas bill
* Electricity bill
* Water bill
* Cable company bill
* Landline telephone bill

**Bank statement**

Your bank balance and transaction details should be blacked out. However, please ensure that the following information is clearly legible:

* First name
* Surname
* Address
* Account number
* Issue date

**Photographic ID (e.g. Driving Licence)**

Photographic ID on which your home address is visible can be submitted as proof of your address. The photographic ID must still be valid.

**Tax assessment**

Uploaded tax assessments must be from the tax, financial or government authority responsible for your current home address.

A tax assessment must contain the following information:

* First name
* Surname
* Address
* Tax or account number
* Issue date

**Certificate of voter registration**

A certificate of voter registration must meet the following criteria:

* The document must have been issued by the government authority responsible for voter registration in the area in which you live.
* It must include your first name, surname and home address.

**Correspondence from a government authority regarding the receipt of benefits**

Correspondence from a government authority regarding the receipt of benefits such as a pension, unemployment benefits etc. must meet the following requirements:

* The document must have been issued by the government authority responsible for such benefits in the area in which you live.
* It must include your first name, surname and home address.

**Mortgage statement**

Mortgage statements must include the following information:

* First name
* Surname
* Address
* Account number
* Issue date

**Notification from Student Loan Company (SLC)**

If you previously obtained a loan as an undergraduate student, you will have received a letter from SLC confirming your Customer Reference Number and Student Support Number. This letter can be used as evidence.