

THE EMERSON EDUCATIONAL TRUST FOR MIDDLETON

NOTES FOR APPLICANTS

A. PLEASE READ THE FOLLOWING NOTES WHICH OUTLINE THE PURPOSES FOR WHICH GRANTS MAY BE MADE AND WHO IS ENTITLED TO APPLY:-

1. Applicants for grants from the Trust should either:
 - a) Reside in Middleton: or
 - b) Attend a school in the area; or
 - c) Have attended a school in the area prior to the making of an application for assistance.
2. Grants from the Trust may be given for any purpose that promotes the education and development of the applicant (including social and physical training). In particular grants may be given for the following purposes:
 - a) In awarding grants or maintenance allowances tenable at any school. University, College of Education or other institution of further or higher (including professional and technical) education approved by the Trustees.
 - b) In providing financial assistance, outfits, clothing, tools, instruments or books to enable applicants on leaving school, University or other educational establishment to prepare for, or to assist their entry into, a profession, trade or calling.
 - c) In awarding maintenance allowances to enable applicants to travel within the United Kingdom or abroad, to pursue their education.
3. There is no age limit for applicants.

B. PLEASE NOTE THAT FAILURE TO COMPLETE ALL SECTIONS OF THE FORM, INCLUDING ALL DETAILS REQUESTED IN THE GUIDANCE NOTES IN BRACKETS WILL DELAY YOUR APPLICATION.

PLEASE RETURN YOUR COMPLETED FORM AND SUPPORTING MATERIAL TO:

Michael Garraway
The Emerson Educational Trust for Middleton
Committee Services Section
Legal & Democratic Services
Town Hall
Rochdale
OL16 1AB

PLEASE NOTE - EVEN IF YOU MEET THE QUALIFICATION REQUIREMENTS SET OUT IN THE NOTES ABOVE, IT DOES NOT MEAN YOU WILL AUTOMATICALLY BE GRANTED ASSISTANCE. I WILL NOTIFY YOU OF THE TRUSTEES' DECISION AFTER THEIR MEETING.

IT MAY BE THAT YOU WILL QUALIFY FOR A LOCAL EDUCATION AUTHORITY GRANT FOR YOUR COURSE. YOU SHOULD CONTACT THE EDUCATION AWARDS SECTION ON 01706 924716 TO FIND OUT IF YOU ARE ELIGIBLE.

If you have any difficulty in completing the form please contact Michael Garraway, Committee Services Section, Legal & Democratic Services, Town Hall Rochdale, OL16 1AB, or on 01706 924716

Application No. _____

THE EMERSON EDUCATIONAL TRUST FOR MIDDLETON

PRIVATE AND CONFIDENTIAL

APPLICATION FOR ASSISTANCE

To be completed by applicant or if you are still at school, by your parent or guardian. Details provided should relate to the person the grant is applied for.

1. NAME	MARRIED/SINGLE (Delete as appropriate)
2. ADDRESS	TEL NO.
3. AGE	DATE OF BIRTH
4. SCHOOLS ATTENDED (Please give dates)	
5. EXAMINATIONS TAKEN – (Please give <u>subjects</u> including dates and results)	
6. UNIVERSITY/COLLEGE/ SCHOOL - Including any offered place (Please provide <u>proof</u> and give details, including course, qualification, commencement and completion dates)	
6. EMPLOYMENT – (If you are working, please give place and occupation, and state whether full or part-time)	

<p>8. What do you want the Grant for?</p> <ul style="list-style-type: none"> • (Please include details of how much you are requesting for the item(s) you list. • (If you are attending a course, please give details, including date and where it will be held.) • (If you are asking for assistance with course fees, please provide <u>proof</u> or your place on <u>and</u> the <u>cost</u> of the course.) 	
<p>9. What is the total amount are you asking for?</p> <p>(Please include the minimum & maximum amount that would be of use to you. <u>It is not acceptable to put 'as much as possible' or 'any amount' etc.</u>)</p>	
<p>10. Have you previously received a Grant from this or any other Educational Trust?</p> <p>(If so, please give details)</p>	
<p>11. Have you applied for any other Grants or loans for the same purpose, for example, from other Trusts or the Education Authority?</p> <p>(Please give details and the results of such applications)</p>	
<p>12. Where did you find out about the Emerson Educational Trust for Middleton?</p>	
<p>13. Please give here any other information relevant to your application</p>	

The information given above is true and complete.

Signed.....

Date.....

Applicant/Parent/Guardian – (If you are still at school, your parent/guardian should sign)

PRIVATE & CONFIDENTIAL

Application No.

APPENDIX 'A'

STATEMENT OF FAMILY INCOME AND EXPENDITURE

To be completed by applicant or if you are still at school by your parent or guardian. If you are a student attending Further or Higher Education, you should enter the **full family/household** income otherwise the Trustees may be unwilling to consider your application.

Please enter your name and list all members of the family living with you, stating ages and relationships.

NAME	AGE	RELATIONSHIP

1. INCOME FROM EMPLOYMENT	GROSS PAY	TAKE HOME PAY
(Please list each wage/salary earner, and occupation)	Per week/month *	Per week/month*
1.	£	£
2.	£	£
3.	£	£
4.	£	£
TOTAL INCOME FROM EMPLOYMENT	£	£

2. INCOME FROM OTHER SOURCES		
(Please give details in each case)	£	per week/month*
Grants	£	
Social Security Benefits	£	
Pensions	£	
Child Benefit	£	
Other (including investment income)	£	
TOTAL INCOME FROM OTHER SOURCES	£	per week/month*
3. FAMILY EXPENDITURE		
	£	per week/month *
Rent/Mortgage	£	
Rates	£	
Insurance	£	
Heating/Lighting/Cooking	£	
Travel to Work	£	
Other (please specify)	£	
Do not include clothing, leisure or normal housekeeping expenses		
TOTAL FAMILY EXPENDITURE	£	per week/month*

* Delete as appropriate

4.
The information given above is true and complete.

Signed (Applicant/Parent/Guardian) *

Date.....

* Delete as applicable

PLEASE CHECK THE DETAILS YOU HAVE PROVIDED ON THE FORM. IF YOU HAVE NOT FULLY COMPLETED THE FORM, IT MAY DELAY THE TRUSTEES CONSIDERATION OF YOUR APPLICATION.