

HERBERT NORCROSS SCHOLARSHIP FUND

NOTES FOR APPLICANTS

Please read the following notes before completing the form which outlines the purpose for which grants may be made and who is entitled to apply.

Note 1: Who is eligible to apply?

Applicants must fulfil the following requirements:-

- (a) They must not have attained the age of 30.
- (b) They must have permanent residence within the Rochdale Metropolitan Borough or the former administrative County of Lancaster.
- (c) They must have already completed a course of study at any University, College or other place of Further Education approved by Rochdale Metropolitan Borough Council, and be undertaking a second or further qualification.

NB: The Deeds of the Trust require that preference is given to applicants whose normal residence is in the former Borough of Middleton.

Note 2: What will monies be available for?

If successful, monies will be awarded in respect of the following:-

- (a) Course fees.
- (b) Travel Expenses in pursuance of studies.
- (c) Books and equipment required for the Course.
- (d) Any other expenses incurred in the pursuance of studies to be undertaken.

Note 3: Completing the Form

It is important that **all** the details required are fully completed. If some information is missing this may delay the application being determined.

Note 4: Granting of Awards

PLEASE NOTE: Even if you meet **all** the criteria set out in Note 1 above, this does not mean you will automatically be awarded a grant. The Clerk will notify you of the Trustees' decision after their meeting.

Note 5: Where to return this Form

Completed applications should be returned to:-
Legal & Democratic Services
Committee Services Section
PO Box 15
Town Hall
Rochdale
OL16 1AB

Note 6: Enquiries

Should you require any further information regarding the above please contact:-
Michael Garraway, Legal & Democratic Services, Rochdale. Telephone 01706-864716 or
e-mail: michael.garraway@rochdale.gov.uk

APPLICATION NO. _____

ROCHDALE EDUCATION AUTHORITY

HERBERT NORCROSS SCHOLARSHIP FUND

APPLICATION FOR ASSISTANCE

PRIVATE AND CONFIDENTIAL

(Please type or write in black ink)

1.	Name	Married/Single (Please delete as applicable)			
2.	Address (a)	Telephone No:			
	Address (b) Permanent address if different from (a)				
3.	Age:	Date of Birth:			
4.	Schools attended (Please give details)				
5.	University/College previously attended (Please give details, including titles of course, qualification, commencement and completion dates)				
6.	Examinations Taken Please give subjects, including dates and results (NB: Applicants attention is drawn to the fact that they must have completed a course of study at a University/College or other place of Further Education approved by the Council before they become eligible for an award) Main Subjects →	Degree	Pass/ Hons	Class/ Division	Date of Award

7.	<p>University/College attending or any place offered, applicable to the award for which you are applying (Please include the title of the course, qualification, commencement and completion dates)</p>	
8.	<p>(A) Employment If you are working, please give place and occupation and state whether full or part-time.</p> <p>Also, please provide details of previous employment if currently unemployed.</p> <p>(B) Would this employment continue after you commence your course?</p> <p>If married, is spouse:- (a) full time student (b) in employment (Please delete as applicable)</p>	<p>Yes/No Yes/No</p>
9.	<p>What do you want the grant for? (a) Tuition Fees (b) Examination Fees</p>	
10.	<p>Is the qualification recognised in the United Kingdom?</p>	
11.	<p>Are you undertaking the qualification with a view to entering a particular profession/occupation? If not, please give reasons for wishing to undertake this course of study.</p>	
12.	<p>Will any of the fees shown above be paid by any other body?</p>	
13.	<p>Where an applicant wishes to travel in pursuance of his/her education please give details:- (a) Country/Countries to be visited (b) Nature of study to be undertaken in each Country (c) Duration of visit (d) Will the study be undertaken with an official body/organisation? If so, please give complete details (e) What arrangements have been made for accommodation and travel?</p>	

14.	How much are you asking for?	
15.	<p>Have you applied for any other grants for the same purpose?</p> <p>If so, please give details and result (if known) of application</p>	
16.	<p>Have you previously received a grant from this or any other Educational Trust?</p> <p>If so, please give details</p>	
17.	Where did you find out about the Herbert Norcross Scholarship Fund?	
18.	Please give any other information you feel is relevant to your application here	

The information given is true and complete

Signed:

Date:

3.	Do you receive Housing Benefit and/or Council Tax Rebate? Please give details		
4.	FAMILY EXPENDITURE (Please give <u>either</u> weekly or monthly figures	Weekly £	Monthly £
	(a) Rent		
	(b) Mortgage		
	(c) Council Tax		
	(d) Insurance		
	(e) Gas Bill		
	(f) Electricity Bill		
	(g) Heating – if not covered by (e) or (f) above		
	(h) Water Rates		
	(i) Travel to work		
	(j) Telephone		
	(k) TV Rental or repayments		
	(l) Social Fund repayments		
	(m) Other (please state)		
	TOTAL FAMILY EXPENDITURE		

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

NAME	AGE	RELATIONSHIP

The information given above is true and complete.

Signed: (Applicant/Parent/Guardian)*

Dated:

* 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.**