

KENT EMERGENCY STUDENT LOAN APPLICATION FORM

Answer all questions on the application form and email it to financialhardship@kent.ac.uk
with ALL relevant bank statements

Student Name:											
Address (term time):	Student Id No:										
	Email (UoK):										
<p>Explain the circumstances for you making this application and specify the expense(s) that the loan is intended for. (please attach a continuation sheet; if necessary)</p>											
<p>Please list your bank balances and overdrafts for all bank account(s) including current and savings accounts (for 2 + bank accounts please list separately) You must provide bank / building society statement(s) showing one months transactions up to date for ALL accounts held in your name in the UK & overseas.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 33%;">Bank Name</th> <th style="text-align: left; width: 33%;">Account Balance</th> <th style="text-align: left; width: 33%;">Overdraft Facility</th> </tr> </thead> <tbody> <tr> <td style="border-bottom: 1px solid black; height: 20px;"></td> <td style="border-bottom: 1px solid black; height: 20px;"></td> <td style="border-bottom: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="border-bottom: 1px solid black; height: 20px;"></td> <td style="border-bottom: 1px solid black; height: 20px;"></td> <td style="border-bottom: 1px solid black; height: 20px;"></td> </tr> </tbody> </table>			Bank Name	Account Balance	Overdraft Facility						
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<p>I currently have an outstanding Kent Emergency Student Loan amount of £</p>											
<p>Please indicate how much loan you wish to apply for (maximum £240 in total):</p> <div style="text-align: right;">£</div>											
Can you demonstrate the ability to repay the loan?											
<p>What is, and when will you receive, your next source of income?</p>	<p>Will this be sufficient to repay this loan?</p>										
<p>For Office Use Only</p> <p>Tick evidence seen: Bank/Building Society statements <input type="checkbox"/> Status Confirmed: REG, REP, PLA, YAB <input type="checkbox"/></p> <p style="text-align: right; font-size: small;">(refer to procedures for timescales relating to exceptions)</p> <p>Kent Emergency Student Loan, student currently owes to University: £</p> <p>Recommended Loan to be given (Up to £240) £</p>											
<p>Authorising signature (over £60):</p>	<p>To be referred: Yes / No</p>										
<p>Date:</p>	<p>Date:</p>										
<p>Authorising signature (up to £60):</p>	<p>Comments:</p>										
<p>Date:</p>											

Dear Student

Payment by Electronic Transfer

The University of Kent's preferred payment method in relation to Hardship Funds is via Electronic Transfer.

Please could you complete your personal and bank account details below and submit it to the Financial Hardship Office with your application.

Full Name (as it appears on your Bank Account)

Kent Student ID No

Contact Phone No

Bank Account Number

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Sort Code

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Bank Account Reference (if applicable)

I confirm that the information I have given on this form is correct and complete to the best of my knowledge.

I understand that it is my responsibility to make sure that the bank details are correct and up to date so that I can receive payments from the University.

Student signature _____

Date _____

Confidentiality

This form will only be viewed by the Students' Union Advisers, Financial Hardship Office, Student Support and Wellbeing & the University Payments Office. This form will be destroyed in accordance with our data retention policy.

Data Protection Law

The University of Kent is a data controller in terms of Data Protection Law. The Students' Union Advisers, Financial Hardship Office, Student Support and Wellbeing & the University Payments Office all follow the University's policy in matters of data protection. The data requested in this form is covered by the notification provided by the University to the Information Commissioner. Personal data can be used solely for making a payment.

The data will not be passed to any other third party without your consent, except when the University is required to do so by law. For more information on Data Protection at Kent please see our website www.kent.ac.uk/infocompliance/