



College Financial Assistance Application 2026 - 2027

(Part Time Students & Full/Part Time Advanced Learner Loan Students)

For Office Use Only	
Approved	
Not approved	

- College Financial Assistance is limited and can only be allocated whilst funding lasts. Funding cannot be guaranteed in cases of over-demand.
- All applications will be considered individually with a proven need for Financial Assistance.
- Funding is not available for the following courses; where the code begins with SC/HC or HNC/HND, some Level 4/5 courses that are funded as Higher Education and Treloar-funded courses.
- If you have applied for a 19+ Advanced Learner Loan Bursary, please provide your Loan approval letter.

Section 1 - Student Details		
Surname:		First Name (s):
Address:		
Postcode:		
Home Tel No:	Date of Birth:	Age on 31 st Aug 2026:
Mobile No:	Course Title:	
Email Address:		
Please tick the box if you have applied for an Advanced Learner Loan ☐ (please supply a copy of your loan approval letter)		Student Reference No:
Please indicate which Campus you will be studying at by ticking one of the following boxes:		
Alton ☐ Havant ☐ South Downs ☐ Leigh Park Learning Centre ☐		
Section 2 - Financial Assistance - Please indicate below if you are in receipt of any of the following benefits and supply the evidence as requested below (Applications will not be processed without correct POB)		
Eligible Benefit	Please Tick	Evidence Required (before financial assistance can be awarded – please supply at least one of the below which must clearly show your name and address)
Universal Credit (other than Child Tax element)	☐	Your last three most recent monthly Award Statements which can be printed from your online account. Please print the full breakdown of your monthly award statement (under payment section – then select most recent months). The full breakdown shows Universal Credit calculation including name/address, housing element/children/employer earnings/deductions (as applicable), & total payable. The total household income must not exceed £32,500 per annum - this total includes all universal credit payments; wages & benefits received within the household.
Income Support	☐	Letter dated 1st April 2026 stating you currently receive this benefit
Job Seekers Allowance (income based)	☐	All pages of your notification, dated from 1 st April 2026 – please do not send one page, we must see all the pages
Employment & Support Allowance (income related)	☐	All pages of your notification, dated from 1 st April 2026 – please do not send one page, we must see all the pages
Pension Credit (Guarantee element)	☐	All pages of your State Pension Credit (guarantee element), issued by the Pension Service, dated from 1 st April 2026
Council Tax Support (other than single occupancy)	☐	Letter or annual bill dated from April 2026
Housing Benefit	☐	Local Council letter dated April 2026 to March 2027

Section 3 - Please tick the financial support you may require		✓
College Financial Assistance towards childcare costs whilst studying your course		
College Financial Assistance towards UCAS fees and travel expenses for Open Days/Auditions (up to 3 visits and capped at £50 each) when going on to university		
Refund of transport costs between your home and the course venue as appropriate: Full time course – you may be entitled to a bus pass purchased by the college; please complete a bus pass application form or speak to the Student Travel & Support Team Part time course – you may be entitled to one of the below (please tick which option): • public transport refunds (evidence of bus/train fare tickets will need to be supplied) • car mileage costs (refunded based on attendance at 25p per mile, capped at £8 per day) <i>The college reserves the right to offer the most economical use of funding for travel. A 'Travel Expenses Claim Form' will need to be completed for each travel refund request (public transport fares or mileage) – these can be completed fortnightly/monthly – please do not leave claims longer than a month. A Travel Expenses Claim Form can be obtained via the Student Travel & Support Office at each campus, or we can email you a copy. Travel costs can only be paid from date of application approval.</i>		☐ ☐
Refund towards the cost of essential books required for your course		
Refund of Association of Accountancy Technician (AAT) membership fees		
Part refund of <u>compulsory</u> Uniform and Equipment up to a specified amount (<i>if you leave before completing your course you will be asked to return any kit/equipment purchased or refunded by the College</i>)		

Section 4 – Bank Details (please provide your bank account details for BACS refunds): - (Refunds will only be made on supply of receipts/proof of payment)	
Name of account holder (including title):	
Sort Code:	Account No:

I confirm that all the information I have given is correct and complete to the best of my knowledge. I understand that giving any false or incomplete information which may lead to wrongfully claiming financial help from the college may result in any incorrectly paid funds being recovered and using false information may result in a referral to the police. I further understand that I, as the student, are liable to pay all my own travel costs until this application has been approved. I give permission for college staff and if appropriate, parents/carers to be consulted over this application. I agree with HSDC processing personal data contained in this application form for the purpose of administering Financial Assistance. I understand that, if applicable, any bank details (sort code & account number) requested in the future by the Student Travel & Support Department will only be used for processing refunds and the college will adhere to relevant data protection policies & procedures. Should you require any further information, regarding the processing of your personal data, then please contact dataprotection@hsvc.ac.uk

Awards from the College Financial Assistance scheme are granted on the following conditions: that there is a proven need for financial assistance, that your attendance record is satisfactory, you produce all assignments/homework on time and conform to the College's rules and regulations. If, at any time, your attendance, work or behaviour is considered to be unsatisfactory, the funding may be withdrawn or suspended.

Signature:	Date:
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Please return this form to the relevant campus with your evidence to: HSDC, Student Travel & Support,

- Alton Campus, Old Odiham Road, Alton, GU34 2LX
- Havant Campus, New Road, Havant, PO9 1QL
- South Downs Campus, College Road, Waterlooville, PO7 8AA

If you have any general enquiries about this application, you may email Alton Campus on travelandsupport@alton.hsvc.ac.uk or Havant & South Downs Campuses on travelandsupport@hsvc.ac.uk