

The College of Animal Welfare

19+ Student Hardship Fund Application Guidance

The College of Animal Welfare Student Hardship Fund is available to help students who have made realistic provisions to fund their studies but have experienced unforeseen financial hardship. The Hardship Fund is provisioned by government funding which has been further subsidised by The College of Animal Welfare's own financial resources in order to try to assist those in financial hardship so they are able to commence, continue or complete their studies.

The available fund is not vast and applications will be considered on an individual basis. Students are encouraged to explore all other forms of potential financial support available to them prior to making an application to the fund. When making decisions about awarding funds, we will take into account the availability of financial support for learners, including support funding through the Department for Work and Pensions (DWP) and Jobcentre Plus (JCP) as well as the student's personal attempts to access supplementary support by utilising for example The College of Animal Welfare's additional list of grants and bursary providers.

Grants up to a maximum of £150 will be considered, unless in exceptional circumstances.

Hardship funding applications can be made for support in the following areas:

- Course-related costs including: course trips, books and equipment; for support with domestic emergencies; emergency accommodation
- Transport
- Examination fees; accreditation fees/professional membership fees and any fees/charges payable to external bodies
- Provider registration fees

Financial help may also be available for childcare support for students aged 20+ who are finding participating or remaining in learning difficult due to accessing childcare provision. However childcare funding can only be paid to fund childcare with a Provider who is Ofsted registered.

Students are required to exhaust all other forms of possible financial support available to them prior to making an application to the Hardship fund and this will be assessed as part of the application process.

Application Form

You do not have to wait until the start of term to submit your application form; in fact, it would be helpful if you could submit your application as soon as possible. This can then be checked and assessed however no payments will be made until you commence your training with The College of Animal Welfare. Applications will only be accepted on the correct form. The form is located on the College website, www.caw.ac.uk under Study With Us; Fees and Finance.

Hard copies are available by contacting Dani Beaty at Headland House on 01480 422060.

How applications will be assessed

The application form will request information on earnings, savings, benefits etc. Allocations will be determined based on this information. Students will also be asked to identify what support they are requesting and why it is required. We will take into account the availability of financial support for learners, including support funding through the Department for Work and Pensions (DWP) and Jobcentre Plus (JCP) as well as the student's personal attempts to access supplementary support by utilising for example The College of Animal Welfare's additional list of grants and bursaries providers. This will be assessed as part of the application process.

Attendance and behaviour conditions

Students are expected to attend, comply with college requirements, complete assignments on time and observe the Student Code of Conduct. Payments will be withheld / withdrawn from students who do not comply.

Submitting the application

Submit the form either by post to: Dani Beaty, Student Services Manager, The College of Animal Welfare, Headland House, Chord Business Park, London Road, Godmanchester, Huntingdon, PE29 2BQ or via email to dbeaty@caw.ac.uk

The closing dates for applications is 21st August 2015 and the 15th of subsequent months. You will be contacted within 2 working days to acknowledge receipt of your application. You may also be asked to provide additional supporting documentation. A decision letter/email will be sent to you within 10 working days of receipt of your application unless further information has been requested.

Please note: should we need to discuss your application with you in person the discussion will be conducted by our Contracts Manager and/or Centre Manager.

Due to very limited Bursary funds unsuccessful applications cannot be appealed.