

**2024/25**

**PR1**

## Continuing Students Application for Student Finance

We welcome applications in Welsh. If you would prefer to apply in Welsh, a Welsh version of this form is available. Applying in Welsh will not delay your application.

You can also apply online at: [www.studentfinancewales.co.uk](http://www.studentfinancewales.co.uk)

Your forename(s)

Your surname

You should complete this form if you are continuing study on one of the following courses:

- a full-time or sandwich course of higher education;
- a diploma or degree course in a health related discipline and you are eligible to apply for an **income assessed** bursary from the National Health Service (NHS), Department of Health (DoH) or Student Awards Agency Scotland (SAAS) excluding the social work bursary;
- a full-time distance learning course that started on or after 1 September 2012 (You are unable to apply for a Maintenance Loan or a Welsh Government Learning Grant); or
- a full-time Initial Teacher Education (ITE) course.

**We have provided guidance notes to help you so please refer to these each time you see this icon. **

**You will have to send evidence with your application whenever you see this icon. **  
**Details about the evidence we need can be found in the guidance notes.**

**Before completing this form, you should read the Privacy Notice on page 14 of the accompanying notes.**

**You may be eligible for a bursary or scholarship. In order for a university or college to determine and pay any bursary or scholarship to which you may be entitled, we will share some of your personal, financial and course details as well as information about your eligibility for student finance with them. For more information about this, read our Privacy Notice.**

**Please contact the university or college if you require further information about their bursaries and scholarships.**

### Deadline

To make sure you receive your first payment at the start of term, you **must** return this form and all of the evidence we need by **28 June 2024**.

We will do our best to process your application as soon as possible, however if the deadline date has passed, your first payment may not be ready for the start of term.

If your application form is returned more than 9 months from the start of your academic year it won't be processed, and you may lose your full entitlement to student finance for this academic year.



## Section 1 - finance available

**All students can apply for the following student finance by completing this form:** 

- Maintenance Loan
- Tuition Fee Loan
- Parents' Learning Allowance
- Adult Dependants' Grant
- Travel Grant
- Disabled Students' Allowance
- Childcare Grant
- Travel Grant
- Special Support Grant
- Welsh Government Learning Grant.

**If you started your course before 1 August 2018 you may be eligible for a Fee Grant.** 

Your Tuition Fee amount will be paid directly to your university or college in three instalments. You will be liable for your Tuition Fee Loan from the first day of each term. For more information on how your Tuition Fee Loan is paid and how liability has changed please refer to page 8 of the guidance notes.

You can find more detailed information on what is available and what you might be entitled to by going to: [www.studentfinancewales.co.uk](http://www.studentfinancewales.co.uk)

### What if I have questions?

If you have questions you can:

- visit: [www.studentfinancewales.co.uk](http://www.studentfinancewales.co.uk) or
- call us on **0300 200 4050**

### Where do I send my form?

Return this form to: **Student Finance Wales**  
**PO Box 211**  
**Llandudno Junction**  
**LL30 9FU**



**Remember to pay the correct postage.**

# Section 1 - finance available

Continued

## You can apply in 5 easy steps

(Depending on your circumstances you may not need to complete all of the steps)

Step  
**1**

### For all students

- Complete sections 2-4.
- Remember if you are applying for a loan you need to tell us how much you want by completing the Loan Request section on page 11.
- You do **not** need to complete section 4 if you are **only** applying for a Tuition Fee Loan and/or a Fee Grant.



If you **only** want to apply for a Tuition Fee Loan, Fee Grant or a reduced rate of Maintenance Loan you can go directly to **Step 5**. If you started a full-time distance learning course on or after 1 September 2012 you are unable to apply for a Maintenance Loan or a Welsh Government Learning Grant.

Step  
**2**

### For students who want to apply for student finance based on household income

- Complete sections 5 and 6.
- If you think you qualify for Special Support complete section 7.

Step  
**3**

### For students who have any dependants

- Complete section 8.
- You should complete this section if you have any children or adult dependants and want to apply for financial help in relation to them.



If you are a single independent student go to **Step 5**.

Step  
**4**

### For students who want to apply for student finance based on household income

- Complete section 9.
- Depending on your answers in section 9 you may need to ask your **parent(s) or partner** to provide details about their income in section 10 so we can work out what your full entitlement to student finance will be.

Step  
**5**

### For all students

- Make sure that you have read, signed and dated the **Terms and Conditions on pages 18 and 19**. If you asked someone to complete section 10, make sure that they have signed **their declarations on page 28**.

## Other student finance available

### Childcare Grant (CCG)

If you want to apply for CCG you'll need to:

- complete and return this form **and**
- complete an Application For Help With Childcare Costs (CCG1).

You can download the CCG1 form at:  
**[www.studentfinancewales.co.uk](http://www.studentfinancewales.co.uk)**

Tick the box below if you want us to send you a CCG1 form instead.

Send me a CCG1 form

### Disabled Students' Allowance (DSA)

If you want to apply for DSA you'll need to:

- complete and return this form **and**
- complete a Disabled Students' Allowance Application Form (DSA slim).

You can download the DSA slim form at:  
**[www.studentfinancewales.co.uk](http://www.studentfinancewales.co.uk)**

Tick the box below if you want us to send you a DSA slim form instead.

Send me a DSA slim form

## Section 2 - personal details

Customer Reference Number

### Personal details

a Title  Mr  Mrs  Miss  Ms

Forename(s)


Surname

Any previous names you may be known by

Sex  Male  Female

Date of birth

### Contact details

b All correspondence we issue will be sent to this address. You can update your address at any time by logging into your online account or by calling us. 

#### Contact address

Postcode

Contact phone number

Mobile phone number

Email address

What language would you like us to use on the letters we send you?

English  
Welsh

## Section 2 - personal details

Continued

### Current relationship status

c Tick one box below. If your circumstances haven't changed since last year's application, you don't need to send us evidence.

Single

Living with a partner  n

Married/civil partnership

Please give the date of marriage/civil partnership

Day Month Year  
          e

Separated  e

Divorced/dissolved civil partnership  e

Widowed/surviving civil partner  e

### Armed Forces

d Are you a member of the Armed Forces serving outside Wales?  n  e Yes No

Are you a family member of someone in the Armed Forces serving outside Wales? (for example: spouse or child)  n  e Yes No

## Section 3 - about your course and your university or college

### University or college details

a University or college name and address

UCAS personal identification number

UCAS university or college code

UCAS campus code (if applicable)

Postcode

### Course details

b Will you be studying at exactly the same university or college and on exactly the same course that you were in academic year 2023/24?

Yes No

Course name

If you are following a combined studies or modular course, please list all subjects being studied.

UCAS course code

Qualification you expect to gain  
(for example, BSc Physics)

Course start date

Month Year

Course end date

Month Year

Course length (years)

Year of course

Foundation

Third year

First year

Fourth year

Second year

Other (give details)

Is this the final year of your course?

Yes No

Full tuition fee amount for this academic year

£

## Section 3 - about your course and your university or college

Continued

If the course is franchised to another university or college, give their address below

Postcode

**Course type** (please tick one box):

- Full-time undergraduate
- Full-time postgraduate
- Initial Teacher Education (ITE)
- Full-time foundation degree
- Full-time involving a placement (sandwich course)
- Full-time distance learning

Did you start your course before 1 August 2018 and have a disability which prevents you from attending your university/college in person? **Yes** **No**

In this academic year are you eligible to apply for any bursary, excluding a social work bursary from any of the following?

- National Health Service (NHS)
- Department of Health (DoH)
- Student Awards Agency Scotland (SAAS)

**Yes** **No**

If 'Yes', is this bursary:

Income assessed  
Non-income assessed

### Term details

Where will you live during this academic year?

Term 1	Living with parent(s)	Elsewhere or own home
Term 2	Living with parent(s)	Elsewhere or own home
Term 3	Living with parent(s)	Elsewhere or own home

## Section 3 - about your course and your university or college

Continued

f Where will you spend most of your time this academic year?

Term 1	University or college	Study abroad	Work placement
Term 2	University or college	Study abroad	Work placement
Term 3	University or college	Study abroad	Work placement

if you have ticked 'University or college' for all 3 terms go to section 4

g1 Will you be undertaking a placement as part of the Erasmus+ exchange programme?

Yes No

g2 Will you be undertaking a placement as part of the Turing Scheme or Taith?

Yes No

if 'Yes' and/or you'll be studying abroad go to section 4



## Section 3 - about your course and your university or college

Continued

### Placement details

h Where will your placement be?

Abroad      UK      Don't know

Placement name and address

Postcode

Is the placement:      paid      unpaid

If 'unpaid', please tick which type:

a placement in a UK hospital, Public Health Service Laboratory or with a Clinical Commissioning group;

a placement in a UK Special Health Authority, the National Health Service Commissioning Board, the National Institute for Health and Care Excellence, the Health and Social Care Information Centre, Local Health Board, Health Board, Special Health Board or Health and Social Services Board;

a placement in a UK Local Authority carrying out its duties relating to health, welfare or caring for children and young people, a voluntary organisation providing facilities or carrying out similar activities or a Local Authority acting in the exercise of public health functions;

the UK prison or probation sector or after-care services;

unpaid research in a UK or overseas institution; or

an unpaid placement that is not listed above.

## Section 4 - your UK bank or building society account details

**You only need to tell us your bank details if you are applying for student finance that will be paid directly into your bank account.**

**You do not need to provide your bank details if you're only applying for tuition fee support (Tuition Fee Loan, a Tuition Fee Grant or a Grant for Tuition Fees) because this will be paid directly to your university or college and not to you.**

**This account must be in your own name and be able to accept direct credits.**

Please note that missing or incorrect bank or building society details will result in your Maintenance Loan, Bursary (if applicable) or any grant payments being delayed.

Sort code   -   -

Account number

Building society roll number  
(if applicable)

# Loan request section

If you are applying for a Maintenance Loan, a Tuition Fee Loan or both, please complete this section to tell us how much you want to apply for.

National Insurance Number   -     -

We will share the National Insurance number you provide with the Department for Work and Pensions to confirm that it's valid, and with HM Revenue and Customs to allow us to collect your repayments.

## Maintenance Loan

Amount of Maintenance Loan you would like to apply for:

Tick the box if you would like to apply for the maximum available to you.

If you wish to apply for less than the maximum available to you, please state the amount

£

## Tuition Fee Loan

Make sure you find out from your university or college how much they will be charging before you apply for a Tuition Fee Loan. To find out how much you can apply for visit:

[www.studentfinancewales.co.uk](http://www.studentfinancewales.co.uk)

Amount of Tuition Fee Loan you would like to apply for:

Tick the box if you would like to apply for the maximum available to you.

If you wish to apply for less than the maximum available to you, please state the amount

£

## Contact details

We need you to give the name and address of two additional contacts. We'll only contact them if we can't get in touch with you, for example if you move address and forget to tell us.

By entering these details, you're confirming you've told your additional contacts about this and they're happy for Student Loans Company to contact them if necessary.

### Contact 1

### Contact 2 (contact 2 must live at a different address from contact 1)

Forename(s)	Forename(s)
Surname	Surname
Relationship to you	Relationship to you
Address	Address

Postcode	Postcode
Country	Country
Phone number	Phone number

## Section 5 - dependent and independent students

This section determines whether you are a dependent or an independent student. This is important as it establishes whose income we need to take into account from your household before we calculate your entitlement.

- a1** Will you be aged 25 or over on the first day of the academic year? Yes  No  if 'Yes', you are an independent student, go to section 6
- a2** Have you been married or in a civil partnership at any time before the first day of the academic year? Yes  No  if 'Yes', you are an independent student, go to section 6
- a3** Will you have care of a person under the age of 18 on the first day of the academic year?   Yes  No  if 'Yes', you may be considered an independent student, go to section 6

If you have previously been considered independent because you have supported yourself financially for a total of 3 years or more prior to the start of the first academic year of your course, you will continue to be considered independent.

if this applies to you go to section 6

- b** Please tick the relevant box if any of the following apply to you:
- Your parents cannot be found or it is not reasonably practicable to get in touch with them
  - You are irreconcilably estranged from (have no contact with) your parents and this will not change
  - At any point from the age of 16 to the start of your course, you have not been under the legal care of your parents; and, for three months or more, you have been in the custody or legal care of, or have been given accommodation by, a Local Authority
  - Both your parents are deceased
  - You have applied for student finance before, and the parent who was assessed for a contribution is deceased
  - Your parents are living outside the UK, Gibraltar or EU and the assessment of their financial circumstances would place them in jeopardy
  - Your parents are living outside the UK, Gibraltar or EU and it would not be reasonably practicable or possible for them to send you money

**If you have ticked any of the boxes above, you will be contacted for evidence and, subject to this, you may be considered independent.**

if you have ticked any of the boxes above go to section 6

## Section 6 - student financial questions

If you leave any questions blank we will not be able to process your application. If a question does not apply to you, enter 'None' or 'N/A' as the answer.

### Unearned income

**a** Taxable **unearned** income is any income you receive from the following sources:

- bank or building society gross interest;
- property, lettings or rent;
- dividends or investments;
- trusts or sponsorships;
- any other payment received for attending the course.

Estimate the total taxable **unearned** income, before deductions, that you expect to receive during this academic year.  £

What is the source of this income?

### Payments from an employer

**b1** Will you be employed during the academic year 2024/25? Yes No **if 'No' go to c**

**b2** Will your employer be specifically releasing you to attend your course this academic year? Yes No **if 'No' go to c**

If 'Yes', how much will your employer pay you for time spent attending your course during this period?  £

**b3** During this academic year, will you or your employer pay any money into a pension fund on your behalf? Yes No

If 'Yes', how much during this period? £

### Dependent children

**c** Give details of any children who will be totally or mainly financially dependent on you during this academic year.

The child's income should include their income from all sources after Income Tax and social security contributions in tax year 2022-23. Do not include any income from Child Benefit or Child Tax Credits.

Child's full name	Date of birth <input type="text" value="e"/> Day Month Year	Relationship to you	Who will they live with?	Child's income <input type="text" value="n"/> <input type="text" value="e"/> and source
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## Section 7 - Special Support

**If one of the categories below applies, you may qualify for Special Support.**

a

To apply for Special Support tick the box(es) that are most relevant to you.

**You must send supporting evidence with your application.**

I'm a lone parent, or lone foster parent, with a child, or young person aged under 20 who is in full-time education below higher-education level.

I have a partner who is also a full-time student, and one or both of us are responsible for a child, or young person aged under 20 who is in full time education below higher education level.

I have a disability and qualify for the Disability Premium or Severe Disability Premium.

I'm deaf and qualify for Disabled Students' Allowance.

I have been treated as incapable of work for a continuous period of at least 28 weeks.

I have a disability and qualify for Income-Related Employment and Support Allowance.

I'm waiting to go back to a course having taken agreed time out from that course due to an illness or caring responsibility that has now ended.

I'm aged 60 or over.

I'm entitled to Housing Benefit or the housing element of Universal Credit.

I'm entitled to Personal Independence Payment (PIP).

I'm entitled to Disability Living Allowance (DLA).

I'm entitled to Armed Forces Independence Payment (AFIP).

None of the above apply to me.



**If none of the categories above apply to you, go straight to Section 8. For more information on Special Support go to [www.studentfinancewales.co.uk](http://www.studentfinancewales.co.uk).**

## Section 8 - Parents' Learning Allowance, Adult Dependants' Grant and Childcare Grant

You only need to complete this section if you are a student who has children or adult dependants and you want to apply for financial help in relation to them.

**a** Are you a lone parent? Yes    No    **if 'Yes' go to d**

**b1** Are you under 25, living with a partner and applying for a Childcare Grant or Parents' Learning Allowance? Yes    No    **if 'No' go to d**

If you answer 'Yes' to b1 and you are a care leaver - **go to c**

**b2** Did you start your course on or after 1 August 2018? Yes    No    **if 'Yes' go to d**

**c** Give the total estimated income after Income Tax and National Insurance deductions in this academic year for:

You  £      Your partner  £

How much of this will be Child Tax Credit or the child element of Universal Credit for this academic year?

You  £      Your partner  £

**!** If you are not applying for Childcare Grant go to e1

**d** During the academic year, do you or your partner expect to receive:

- the childcare element of Working Tax Credit or Universal Credit; or
- Tax-Free Childcare from HM Revenue and Customs (HMRC); or
- Childcare Allowance from the NHS? Yes    No

If 'Yes', you can't get Childcare Grant if you receive childcare support from one of these sources **at the same time**. You can only apply for Childcare Grant if you stop claiming support from any of the above sources.

**You are not eligible for Adult Dependants' Grant for:**

- your other adult dependant if their income is more than £3,923 in the academic year 2024/25
- your cohabiting partner if you started your course before 1 August 2018 and were under 25 on the 1st day of the 1st academic year of your course.

**e1** Are you applying for Adult Dependants' Grant? Yes    No    **if 'No' go to f**

**e2** Who is your adult dependant? **go to f**

husband  
 wife  
 civil partner or partner  
 other adult dependant

## Section 8 - Parents' Learning Allowance, Adult Dependants' Grant and Childcare Grant

Continued

**e3** Will your 'other adult dependant's' income be more than £3,923 in this academic year? **Yes** **No** If 'Yes' you will not receive Adult Dependants' Grant – go to f

**e4** Give your adult dependant's income for the 2022-23 tax year.

### Income

All salary, wages and self-employed income (including income from property)

All income from pensions, including private, occupational and state

If you receive a lump sum pension, only declare the amount you received that you paid tax on.

All gross taxable income and interest from savings, investments and dividends

Taxable state benefits

All other taxable income

### Deductions

Private pension contributions and Additional Voluntary Contributions (AVCs)

Allowable expenses on which tax relief is claimed

**f** **Only complete this question if you started your course before 1 August 2018**


Give details of financial commitments you have before the start of your course which you, your husband, wife or partner will continue to pay during the academic year.


Please enter the annual amount

Type	<input type="text"/>	Type	<input type="text"/>
Type	<input type="text"/>	Type	<input type="text"/>
Type	<input type="text"/>	Type	<input type="text"/>
Type	<input type="text"/>	Type	<input type="text"/>



## Section 9 - about your family

If you are a **dependent student**, go to **question a**. 

If you are an **independent student with a partner**, go to the **Terms and Conditions** on **pages 18 and 19** and then pass this form to your partner to complete **section 10**. 

If you are a **single independent student**, go to the **Terms and Conditions** on **pages 18 and 19**.

**a** Which parent do you normally live, or have more contact with?

Mother      Father


or

Both      N/A

**b** What is the current relationship status of this parent?

Single


Living with a partner

Married/civil partnership 

Separated

Divorced/dissolved civil partnership

Widowed/surviving civil partner

**c** Have your parents divorced, separated or been in a civil partnership which has been dissolved, since 1 September 2023? 

Yes      No

Now read and sign the **Terms and Conditions** on **pages 18 and 19** and then pass this form to the person(s) who you have indicated in 'question a' to complete **section 10**.

### What you need to do next

Read and sign the **Terms and Conditions** on pages **18 and 19** and then pass this form to your parent(s).

### What your parent(s) need to do next

The parent(s) you normally live with should complete **section 10**. If the parent indicated in 'a' is married, in a civil partnership or living with a partner, their partner must also complete **section 10**.

# Terms and Conditions

These terms and conditions (“terms”) and applicable legislation apply to all of the student finance available to students for the academic year 2024/25.

I understand that I must read the specific terms about the student finance products available because they will affect me if I apply for them at any time in this academic year.

I understand that my application for student finance may be delayed unless I sign and date these terms.

## Loan Contract

1. I confirm I have read and understood these terms and A Guide to Terms and Conditions available at [www.studentfinancewales.co.uk/terms-and-conditions](http://www.studentfinancewales.co.uk/terms-and-conditions).
2. I confirm that to the best of my knowledge and belief, the information I have provided is true and complete. If it is not, I understand that I may not receive student finance, any support I have had may be withdrawn and I could be prosecuted.
3. I understand that student finance is provided to me by the Welsh Ministers (the “Lender”) which includes any persons acting on their behalf and any replacement(s) under section 23(4) of the Teaching and Higher Education Act 1998 as amended or replaced from time to time (the “Act”).
4. I understand these terms, the Act and the regulations made under section 22 of the Act will apply to any student finance provided to me by the Lender.
5. I understand that “student finance” in these terms means financial support by way of grant(s) and/or loan(s) made by the Lender under the regulations.
6. I understand that the Student Loans Company Limited (“SLC”) carries out certain functions on behalf of the Lender.

## My Obligations

7. I understand that if I have:
  - (i) reached the age of 18 years; and
  - (ii) have entered into agreement(s) for a loan under section 22 of the Act before I reached the age of 18 years,

I am agreeing to “ratify” any and all such student loans by signing these terms. This means that I confirm I entered into agreement(s) with the Lender and agree to the terms of any such previous agreement(s). If I have reached the age of 18 and refuse to “ratify” any previous agreement(s), I understand that I will not be eligible to get any further student finance under the regulations.

8. I agree to give SLC any information they need in support of this application for student finance and/or to seek repayment.
9. I agree to tell SLC immediately if my circumstances change in any way that might affect my entitlement to student finance. I understand that if I do not do this I may not get any further payments and I may

have to repay the student finance I have already received. I agree that from the date I submit my student finance application until my loan(s), together with all and any interest, penalties and charges which apply, is fully repaid I must tell SLC about any changes in my personal details (including my National Insurance number) and contact details I have provided.

10. I agree that if I get an overpayment of student finance, I need to repay this in full and that any overpayment may be taken from any future entitlement to student finance.
11. I agree that I will repay the Lender any loan(s), together with all and any interest, penalties and charges which apply. I understand that this repayment will be due by me to the Lender as a debt. If I breach any of the terms of my loan, I agree to pay any charges and penalties which apply under the Act and the regulations. I understand that I will repay my loan(s) through the United Kingdom (“UK”) tax system and/or I may repay SLC directly. If I live abroad, I will repay my loan(s) to SLC directly.
12. I agree that any loan(s) made to me in accordance with the regulations once my application is accepted by the Lender is a/are contract(s) between me and the Lender. I understand that I am liable for my loan(s) and will be charged interest from the first payment of the loan advance by the Lender.
13. I agree to tell SLC if I leave the UK to live outside the UK or if for any other reason I am outside the UK tax system for more than three months.

## Legal Action and Applicable Law

14. In the event of any legal action, I agree that the laws of England and Wales will apply and that the courts of that part of the UK will hear any legal action. If my address is outside the UK the laws of the part of the UK where my education provider is situated will apply and the courts of that part of the UK will hear any legal action. I agree that the Lender has the right to take legal action against me in any other court with jurisdiction.

## Sharing Information

15. If I am in breach of these terms and/or the regulations I agree that the Lender may share information held about me and my account with third parties, including the government or a government agency of another country, who may help to locate me and/or help take action to recover any payments I owe.
16. I confirm where I have provided any personal information about any other person in my student finance application, I have done so with their consent.
17. I understand that SLC will process my personal data in line with the Privacy Notice available at [www.studentfinancewales.co.uk/privacy-notice](http://www.studentfinancewales.co.uk/privacy-notice) which may be updated from time to time.



### Disabled Students' Allowance ("DSA")

This section applies if I apply for DSA this academic year.

18. I understand that any equipment I receive through DSA must be used for my course of study and that I am responsible for paying any repair costs.
19. I understand that if I consent to SLC sourcing my equipment and support, SLC can pay the suppliers of any approved equipment and support directly.
20. I understand that with my consent, SLC can make payment to the needs assessment centre on my behalf.
21. I understand that with my consent, SLC can make a direct payment on my behalf to third parties providing any other approved service or support to me.
22. If I do not agree to SLC paying the suppliers of equipment, support or other services on my behalf, I understand that I will be responsible for meeting the costs of any approved equipment, support or other services out of my DSA allowance. SLC reserves the right to request evidence of receipt of equipment, support or other services in relation to my DSA.

### Childcare Grant ("CCG")

This section applies if I apply for CCG this academic year.

23. I understand that if I do not provide the evidence of childcare costs within the timescales set, I may lose my entitlement. If my childcare costs are different from the estimates I have provided, further payments of my CCG may increase or decrease accordingly. If no further CCG payments are due to be paid to me, I may be liable to repay any difference.
24. I understand that if I do not take up my childcare, or if I change to a childcare provider who is not registered or approved, I will have to pay back any overpayment.
25. I confirm that neither I nor my husband, wife, civil partner or cohabiting partner have chosen to receive support for childcare from:
  - (i) the childcare element of Working Tax Credit;
  - (ii) the childcare element of Universal Credit;
  - (iii) Tax-Free Childcare; and/or
  - (iv) the NHS Bursary Childcare Allowance;and I agree to tell SLC immediately if I or my husband, wife, civil partner or cohabiting partner does receive this support. I understand that SLC may share my personal data with HMRC to check whether I get childcare support.


Customer Reference Number

Your full name  
(in BLOCK CAPITALS)

Your signature

Today's date

Day Month Year

 The relevant person(s) you indicated in section 9 must complete section 10 as well as the declaration(s) on page 28.

**Please pass this form to them now.**

**If you are an independent student who is single, please now go to page 30 to finalise your application.**

## Section 10 - financial details for tax year 2022-23 for parents and partners

### How to complete this section

#### If you are a single parent of the student

Enter your information as Person 1, leave Person 2 blank.

#### If there are two parents in the student's household

Complete this section with information for both Person 1 and Person 2.

#### If you are the partner of an independent student

Enter your information as Person 1, leave Person 2 blank.

### Use the supporting notes to prevent any delays to the application



Where you see this icon it means there's additional information in the Supporting Notes which will help you complete your supporting application.

This could be information about how to complete a question or section or an instruction to send specific supporting documents.

Read the notes – if you don't answer a question or section correctly or you don't include the documents we need this will delay the students application.

### What details do I need to provide?

You need to provide:

- your personal details, such as your name and address;
- your National Insurance (NI) number (if you have one);
- details of any income from the UK or overseas for tax year 2022-23 that HM Revenue and Customs (HMRC) doesn't know about;
- details of any pension payments you made for the tax year 2022-23; and
- details of any other dependants.

### Why do I need to tell you my income from the 2022-23 tax year?

We use figures from this tax year because it is the most up-to-date information that HMRC holds for you.

You must tell us your 2022-23 income details as we cannot accept amounts from any other tax year. This ensures the student(s) you're supporting receives everything they're entitled to.

### What happens if my household income has dropped since tax year 2022-23?

If your household income is expected to or has dropped by at least 15% since tax year 2022-23, you can apply for a current year income assessment. This means we'd assess the student for funding based on your estimated income for tax year 2024-25.

You must still complete this form but can provide a more up to date income figure later to ensure the student gets paid the right amount. Read page 15 of the supporting notes for information on how to apply for a current year income assessment.

### Additional information

To find out how we'll use the information you provide go to [www.studentfinancewales.co.uk/privacynotice](http://www.studentfinancewales.co.uk/privacynotice) to read our Privacy Notice before completing this form.

#### If you have further questions you can:

- check out the supporting notes
- visit [www.studentfinancewales.co.uk](http://www.studentfinancewales.co.uk)

# Section 10 - financial details for tax year 2022-23 for parents and partners

Continued

## Part A – Your personal details

### Person 1

Your Customer Reference Number  
(If you have one)

Relationship to the student

Title

Forename(s)

Surname


Any previous names you may be known by

Sex

Male      Female


What is your current marital status?

Married/civil partnership

Divorced/dissolved civil partnership 

Living with a partner

Separated 

Widowed/surviving civil partner 

Single

Preferred correspondence language

Welsh      English

### Person 2

Your Customer Reference Number  
(If you have one)

Relationship to the student

Title

Forename(s)

Surname


Any previous names you may be known by

Sex


Male      Female


What is your current marital status?

Married/civil partnership

Divorced/dissolved civil partnership 

Living with a partner

Separated 

Widowed/surviving civil partner 

Single

Preferred correspondence language

Welsh      English

## Section 10 - financial details for tax year 2022-23 for parents and partners

Continued

Date of birth   /   /

Place of birth  
(name of town or village exactly as it appears  
on your birth certificate or passport)

Date of birth   /   /

Place of birth  
(name of town or village exactly as it appears  
on your birth certificate or passport)

Contact address

Postcode

Contact telephone number

Email address

Contact address

Postcode

Contact telephone number

Email address

You do not have to disclose your financial information to the student.

If you would like to provide it separately, you can download an Assessment of Financial Circumstances – Academic Year 2024/25 from: [www.studentfinancewales.co.uk](http://www.studentfinancewales.co.uk) and return it to us.

Alternatively, you can have the form sent to you by ticking this box:

**Person 1**

**Send me a separate form**

**Person 2**

**Send me a separate form**

## Section 10 - financial details for tax year 2022-23 for parents and partners

Continued

### Part B – Data sharing and you

**If you have a National Insurance (NI) number** you must provide it below. We will use your NI number to check your income for the 2022-23 tax year with HM Revenue & Customs. This allows us to gain the most accurate financial information.

**If you do not have an NI number** then we will need full evidence of your financial details for the 2022-23 tax year.

	Person 1	Person 2
<b>Q1</b> Do you have an NI number?  Provide your NI number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<b>Yes</b> <input type="checkbox"/> <b>No - go to Q6</b> <input type="checkbox"/>  <b>go to Q2</b>	<b>Yes</b> <input type="checkbox"/> <b>No - go to Q6</b> <input type="checkbox"/>  <b>go to Q2</b>
<b>Q2</b> Did you complete a self assessment tax return in the UK for the tax year 2022-23?	<b>Yes - go to Q3</b>  <b>No - go to Q5</b>	<b>Yes - go to Q3</b>  <b>No - go to Q5</b>
<b>Q3</b> Did you receive any UK income that was under a tax threshold?	<b>Yes - go to part C</b>  <b>No - go to Q4</b>	<b>Yes - go to part C</b>  <b>No - go to Q4</b>
<b>Q4</b> Did you receive any income in tax year 2022-23 from overseas that <b>wasn't</b> declared to HMRC?	<b>Yes - go to part D</b>  <b>No - go to part E</b>	<b>Yes - go to part D</b>  <b>No - go to part E</b>
<b>Q5</b> HMRC will tell us any income you received in the UK from employment, benefits and/or pensions. Did you receive any other income?	<b>Yes - go to part C</b>  <b>No - go to part E</b>	<b>Yes - go to part C</b>  <b>No - go to part E</b>
<b>Q6</b> Did you have any income during the <b>2022-23</b> tax year?	<b>Yes - go to part C</b>  <b>No - go to part E</b>	<b>Yes - go to part C</b>  <b>No - go to part E</b>

## Section 10 - financial details for tax year 2022-23 for parents and partners

Continued

### Part C – Other income in the UK

#### Instructions

- Please give your financial details for the tax year from **6 April 2022** to **5 April 2023**.
- Answer 'Yes' or 'No' to question Q1, if you answer 'Yes' please provide the income amount.
- If you answer 'No' to question Q1, this means you are telling us that you **did not** receive any income from that particular income type in tax year 2022-23.

**! Although you may not have declared income to HMRC as it was below the taxable threshold, this needs to be declared and will be used when calculating the student's entitlement.**

#### Financial details

**Q1** Did you receive any income in the UK that HMRC doesn't know about?

#### Person 1

**Yes**

**No -  
go to  
Q2**

#### Person 2

**Yes**

**No -  
go to  
Q2**

**a** Total income from savings and investments  
Only tell us about the amount of interest/income you gained from savings and investments during the 2022-23 tax year, not the actual amount of savings or invested sums you had.

£

£

**b** Total income from property lettings, land or rent  
This includes the Rent a Room Scheme.

£

£

**c** Total income from casual/freelance earning(s)  
This includes any supplementary sources of income.

£

£

**Q2** Did you receive any income from overseas that you haven't already told HMRC about?

**Yes** - go to  
part D

**No** - go to  
part E

**Yes** - go to  
part D

**No** - go to  
part E



# Section 10 - financial details for tax year 2022-23 for parents and partners

Continued

## Part D – Overseas income for tax year 2022-23

### Instructions

- Please give your financial details for the tax year from **6 April 2022** to **5 April 2023**.
- Please enter your income in the currency you were paid in, you don't need to convert it.



**You will need to send us evidence of any income declared in this section as HMRC are unaware of it.**

### Financial details

### Person 1

### Person 2

**Q1** Did you receive any income from overseas from the following sources:

**No** - go to part E

**No** - go to part E

**Yes**

**Yes**

**a** Income from employment or self-employment

If you have already informed HMRC of this income, you should not state it here.

**b** Income from taxable state benefits

**c** Income from occupational, private pension(s)

If you received a lump sum pension, only declare the amount that you paid tax on.

**d** Any other income

Examples of this includes income from:

- savings and investments;
- property lettings, land or rent; or
- casual freelance earnings.

This is not an exhaustive list, you may have other income.

**e** Total overseas income that HMRC doesn't know about?

Please total the amounts declared in questions a to d to provide an overall amount.

**Q2** If your income in Q1 was not paid in pounds sterling, what currency was this paid in?

# Section 10 - financial details for tax year 2022-23 for parents and partners

Continued

## Part E – Income deductions

### Instructions

- Please give your financial details for the tax year from **6 April 2022** to **5 April 2023**.
- Answer 'Yes' or 'No' to questions Q1 and Q2, if you answer 'Yes' please provide the income amount.

**!** Any deductions declared in section 5 will reduce your household income figure when calculating the student(s) entitlement (as long as evidence is provided).

	Person 1		Person 2	
<b>Q1</b> Did you pay any private pension contributions? <input type="checkbox"/>	<b>Yes</b>	<b>No - go to Q2</b>	<b>Yes</b>	<b>No - go to Q2</b>
Total amount you paid	£		£	
<b>Q2</b> Did you pay any Additional Voluntary Contributions (AVCs)? <input type="checkbox"/>	<b>Yes</b>	<b>No - go to part F</b>	<b>Yes</b>	<b>No - go to part F</b>
Total amount you paid	£		£	

## Part F – Your dependants – not in further or higher education

Identify any children who will be wholly or mainly financially dependent on you.

**Q1** Child dependants not in further or higher education in academic year 2024/25

Do not include any dependants in further or higher education in Q1. Their details should be put into Q2.

Include unearned income for **all** dependants.

If you have more than 2 children and need more space use the additional notes section on page 29

Full name

Full name

Date of birth (DDMMYYYY)

Income for the year

Date of birth (DDMMYYYY)

Income for the year

## Section 10 - financial details for tax year 2022-23 for parents and partners

Continued

### Q2 Child dependants in further or higher education in academic year 2024/25

Do **not** include the student when completing this question.

If the student is your partner, please include any children they named in their application for student finance if the children have applied for student finance.

If you have more than 2 children and need more space use the additional notes section on page 29.

Full name

Full name

Date of birth (DDMMYYYY)

School, college or university

Date of birth (DDMMYYYY)

School, college or university

Course

Course

Are they receiving financial support? If so, from which authority or organisation?

Are they receiving financial support? If so, from which authority or organisation?


Do you want to support this student's application for student finance?

Yes No

Do you want to support this student's application for student finance?

Yes No

# Declaration for parents or partners

Before signing, you should read the Privacy Notice in the notes that accompany this form. 

This application for financial support may be delayed unless you sign and date this declaration.

- I confirm that to the best of my knowledge and belief, the information I have provided is true and complete. If it is not I understand the student(s) I am supporting may have their financial support withdrawn and I could be prosecuted. Any information provided which is found to be materially inaccurate may be regarded as evidence of an attempt to mislead the Student Loans Company Ltd (SLC). In such circumstances, SLC may report the matter to the authorities and/or terminate the student's eligibility for student finance.
- I agree to provide any further information in relation to the applicant's application for financial support as may reasonably be required, and I agree to provide immediate notice of, and details in relation to, any change in my circumstances that might in any way affect this application for financial support.

## Person 1

Your full name (in BLOCK CAPITALS)

Your signature

X

Today's date

## Person 2

Your full name (in BLOCK CAPITALS)

Your signature

X

Today's date

## Deadline

To make sure the student receives their first payment at the start of term, this form **must** be returned with all of the evidence we need by **28 June 2024**.

Please remember if the deadline passes we will do our best to process this application as soon as possible, however the first payment may not be available at the start of term.



**Now pass this form back to the student.**

## Additional notes

If you are providing extra information please clearly mark what section and question number the information is about.

# Checklist

Before returning this form, please make sure you have done the following:

Fully answered all questions that apply to you.

Enclosed all evidence items.

Completed the Loan Request section if you are applying for a Maintenance Loan, Tuition Fee Loan or both.

Asked your parent(s) or partner to complete section 10 if applying for student finance based on your household income.

Signed and dated the Terms and Conditions on pages 18 and 19.

Checked your parent(s) or partner have signed their declaration on page 28 (if applicable).

## What happens next

It can take at least 6 weeks to assess your application and all the relevant evidence. We'll then send you a letter showing the amount of financial support you'll receive.



**Remember to pay the correct postage.**

**You must return your completed form to: Student Finance Wales  
PO Box 211  
Llandudno Junction  
LL30 9FU**

## Give permission for someone to contact us on your behalf

If you'd like to give permission for a nominated person to talk to us about your account, you can use this form to set up Consent to Share (CTS) for them.

A nominated person could be:

- an individual person such as your parent, foster parent, sibling or partner; or
- a university/college advisor or a third party advisor. A third party advisor could be a social worker, personal advisor or charity advisor (from organisations such as WeBelong, Become or StandAlone).

## What your nominated person needs to know

When they call us, they'll need to pass our security authentication using the details you provide on this form. They'll be able to discuss and ask for:

- any information about your account, except for your bank details
- the status of your application and any evidence that we need
- correspondence you've been sent or request forms for you

## What do I need to do?

**Section A** - Complete this if you want to give permission to an individual person.

**Section B** - Complete this if you want to give permission to a university/college advisor or a third party advisor.

You can set up CTS for both an individual person and an advisor using the same access code.

If any of the details on this form are left out, we can't set up CTS.

Once you complete this form, please return it with your application form.

## Is there a way to allow a third party to make updates to my account?

You can give Power of Attorney (PoA) to a third party. A PoA is an official document where you can appoint an attorney allowing them to release or update information relating to your account. A PoA must contain the specific period for which the third party can act as an attorney, and the specific tasks they can perform. You can still complete the sections of the form below and send us a copy of the PoA document. As above, the person holding PoA must pass our security authentication.

## I've changed my mind and no longer wish to give permission. What should I do?

You can remove your permission at any time. To do this, call us on **0300 200 4050** or write to us at:

**Student Loans Company Limited**  
**10 Clyde Place**  
**Glasgow**  
**G5 8DF**

Once you tell us that you want to remove your permission, your nominated person won't be able to access your account information.

## Section A - Permission for an individual person

Provide the details of the individual person. When they call, they'll need to confirm your full name, customer reference number and these details that you're providing before accessing your account.

Forename

Surname

Date of birth (DDMMYYYY)

//

Relationship to you

Access code/Password  
(this should be different from the password  
you use to sign into your account)

Contact address

Postcode

Date you want permission to be active from

//

Date you want permission to end  
(this can be updated/extended at any time).

//



## Section B - Permission for university or third party advisor

Provide the details of the university or third party advisor. When they call, they'll need to confirm your full name, customer reference number and these details that you're providing before accessing your account.

### Advisor details

Advisor forename

Advisor surname

Organisation name

Department

Job title

### Access details

Access code/Password  
(this should be different from the password you use to sign into your account)

Date you want permission to be active from

Date you want permission to end (this can be updated/extended at any time).

		/			/				
		/			/				

## Student Declaration

I agree that the Student Loans Company Limited can exchange information about my student finance account with the person named.

I confirm where I have provided any personal information in relation to a third party, I have informed them of this.

Your customer reference number

--	--	--	--	--	--	--	--	--	--	--

Your full name (in BLOCK CAPITALS)

Your signature (in ink)

<b>X</b>
----------

Today's date (DDMMYYYY)

		/			/				
--	--	---	--	--	---	--	--	--	--