

EVIDENCE REQUIRED with application form
ORIGINAL COPIES (COMPLETE DOCUMENT) must be provided in order for an
assessment to be made

You only need to provide one type of evidence from the list below with your application form.

| Type of Income | Evidence Required |
|------------------------------|--|
| Annual Salary | P60 for tax year 2018-19 Self-Assessment Tax Calculation Form (SA302) |
| Income Support | Entitlement / Award letter – dated within the last 3 months |
| Job Seekers Allowance | Entitlement / Award letter – dated within the last 3 months |
| Employment Support Allowance | Entitlement / Award letter – dated within the last 3 months |
| Incapacity Benefit | Entitlement / Award letter – dated within the last 3 month |
| Carer’s Allowance | Entitlement / Award letter – dated within the last 3 months |
| Any other benefit | Entitlement / Award letter – dated within the last 3 months |
| Working Tax Credit | Working Tax Credit Award Notice marked “2019-20”. Must be for full year and not partial awards (AUTO RENEW) |
| Child Tax Credit | Child Tax Credit Award Notice marked “2019-20”. Must be for full year and not partial awards (AUTO RENEW) |
| Universal Credit | Relevant paperwork detailing entitlement and amount paid and inform us which benefits it has replaced. Print out from HMRC showing you receive Universal Credit. |
| Any other income | Relevant paperwork or Bank Statements dated within the last 3 – 6 months |

STUDENT Bank Account Details (you will need to open a Current account if you currently do not have one as payments must be made directly to the student).

You should check that your account can accept BACS Direct Credits.

- Bank Name (e.g. Nat West)

- Name of Account Holder

- Sort Code

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| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
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- Account Number

| | | | | | | | |
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| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
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- This is the student account Yes/No