

Important!

Your application to the Hardship Fund will only be considered if all applicable sections and supporting documentation are complete

Personal Information

Student ID:

Family Name:

First Name:

Date of Birth:

Telephone:

Email:

Study Programme:

Semester:

Please tick as appropriate

Do you live:

- | | |
|---|--|
| single student (no children) <input type="checkbox"/> | alone <input type="checkbox"/> |
| student with partner (no children) <input type="checkbox"/> | with partner/spouse <input type="checkbox"/> |
| single parent <input type="checkbox"/> | with parent/guardian <input type="checkbox"/> |
| student with partner and children) <input type="checkbox"/> | shared accommodation / university residence <input type="checkbox"/> |
| if applicable number of children in fulltime education: _____ | private residence <input type="checkbox"/> |
| student with special educational needs <input type="checkbox"/> | returned home <input type="checkbox"/> |

Have you already applied to the Hardship Fund? Yes
No

Healthcare:

Healthcare cover via University Healthcare cover via Student Job

Part 2: Study Program Information:

Course Title: _____

Semester: _____

Bachelor Student <input type="checkbox"/>	Full-time student <input type="checkbox"/>
Master Student <input type="checkbox"/>	Part-time student <input type="checkbox"/>
Doctoral Candidate <input type="checkbox"/>	

Is this a repeat year? Yes
No

Faculty of Science, Technology and Medecine
Faculty of Law, Economics and Finance
Faculty of Humanities, Education and Social Sciences

Part 3: Income and Expenditure - Please complete all questions, if none please state 0

Your Income	€ per month
Student Grant	
Student Loan	
Other Financial Award	
Net Earnings	
Child Benefit	
Savings	
other income (please specify)	
Total Student Income	

Your (& partner's) Expenditure	€ per month
Rent / Mortgage / Contribution	
Gas	
Electric	
Internet	
Mobile Phone	
Food / Household	
Childcare	
Disability / Medical costs	
Books / Equipment / Course costs	
Private vehicle costs	
Other expenditure (please specify)	
Total Expenditure	

Partner Income	€ Per Month
Net earnings	
Other (please specify)	
Total Partner's Income	

Debts - please list any debts you have	€ per Month
Total Debt	

Total Household Income (Student's + Partner's Income)	
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Total Household Outgoings	
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Part 4: Your Bank Details

Awards made from the Financial Hardship Fund are paid directly to your bank account

Name of Bank: _____

IBAN: _____

Part 5: Declaration

I declare that the information I have provided on this application is correct and the documents provided are genuine. I confirm that I have regular attendance on my course. I understand that giving false, fraudulent or misleading information will result in my application becoming void and could result in disciplinary action and possible suspension from from the University. I understand that I will be required to repay any money paid to me as a result of this application being void.

Place: _____

Date: _____

Signature: _____

Part 6: Document Checklist

Please submit a photocopy or scan copy. Do not submit original documents as they will not be returned

Please tick the (box)es below next to the documentation you have included in your Hardship Fund application form.

Please ensure that all relevant documentation is included to allow an accurate and timely decision

Applications will only be accepted with all documents attached

All students must provide:

- Completed application form
- Copy of Student ID Card
- Enrolment certificate
- A typed personal statement to explain why you are applying to the hardship fund
- Proof of funding for AST (autorisation de séjour temporaire)
- Certificate of affiliation to CNS/CCSS (if no healthcare is taken via the university)
- Evidence of CEDIES grant and loan award
- Evidence of all benefits, grants, funding, support payments received
- Evidence of your net earnings
- Partner's net earnings or benefit received (salary slips, benefit payments etc)
- Evidence of rent or mortgage or weekly contribution if living in parental home (no more than 3 months old)
- Your bank statements and your partner's bank statements for **ALL** bank accounts for the last 3 months*
*(*1 week prior to submission of request) Explain all debits of €200 or more. Write the reason next to the debits/credit.*
- Your bank statements related to any savings accounts for the last 3 months.
Please note we cannot accept screenshots of bank accounts from laptops or phones, or data exported to excel spreadsheets.
- RIB confirming bank details

For all students with children in full-time education:

- Child(ren's) full birth certificates
- Child support letter or bank statement showing child support payments received
- Proof of childcare costs

Debt and Emergency Awards:

- Proof of outstanding debt
- Proof of debt repayment plan
- Proof of emergency payment required (flight, illness etc)

Office Use only: To be completed before passing to the Committee

Enrolled: Not Enrolled

Full-Time

Part-Time

Repeat Year

Undergraduate

Master

PhD

Faculty: Faculty of Science, Technology and Medicine

Faculty of Law, Economics and Finance

Faculty of Humanities, Education and Social Sciences

Previous Awards made: € _____ € _____

Dates: _____

Satisfactory Attendance: Yes No

Committee Use Only

Award: Yes

No

Pending

€

Reason

Application Incomplete - Review Date
