

CCG1

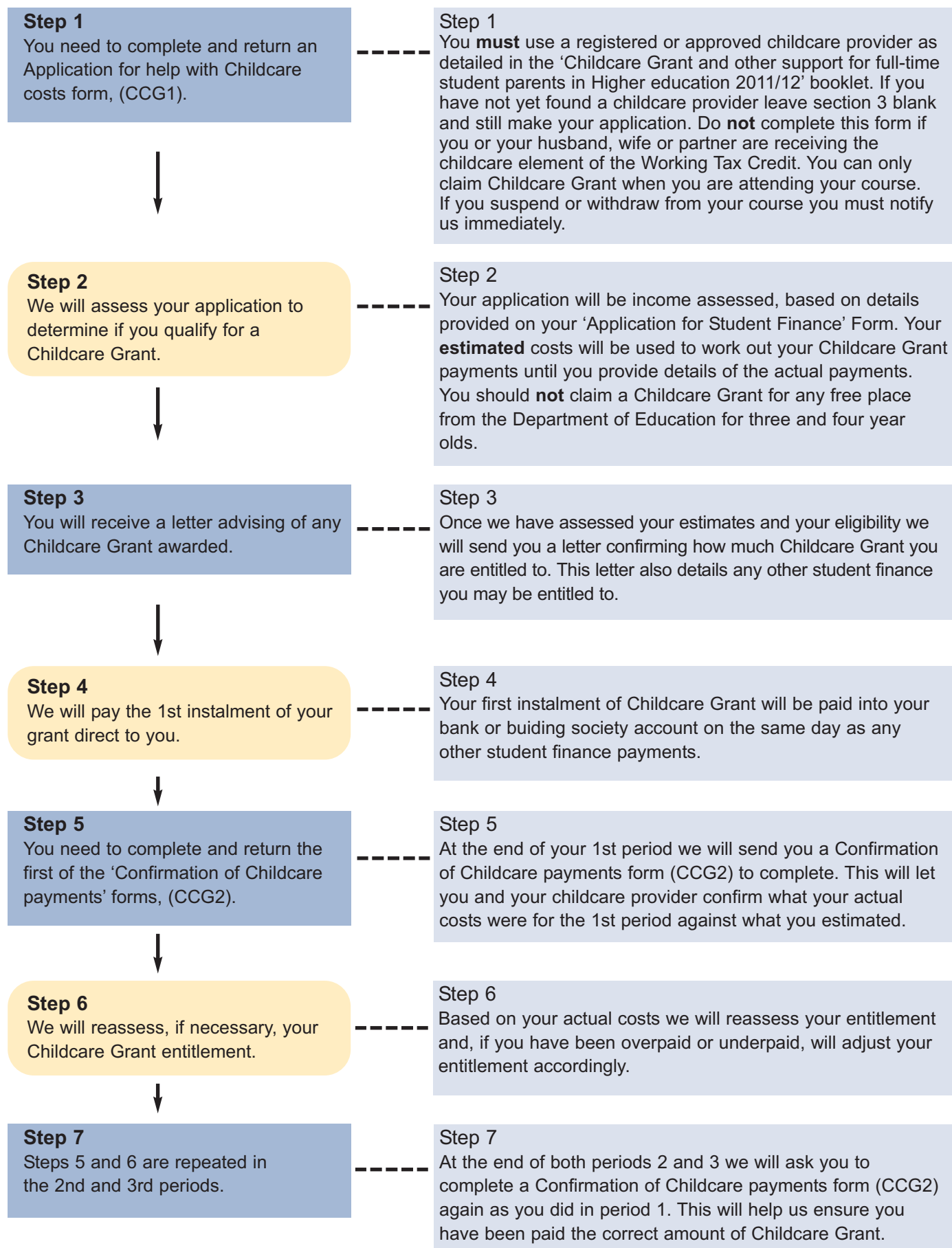
Application for help with childcare costs **2011/12**

This form is also available on our website
www.studentfinancenl.co.uk



Steps to getting a Childcare Grant (CCG)

if you have dependent children in registered or approved childcare.



It is an offence to knowingly provide false information on this form.

Instructions

- **Sections 1 and 2** must be completed by **you**.
- **Section 3** must be completed by **your childcare provider(s)**.
- **Answer all the questions.** If you leave any questions blank we will not be able to process this application. If a question does not apply to you, please enter 'None' or 'N/A' as the answer.
- If you want to provide further information for any section, please attach a blank piece of paper to the back of this form.
- Please also attach a copy of your current Child Tax Credit Award notice (TC602) to this application.

section

1

student's details

Customer Reference Number

Forename(s)

Surname

Date of birth

DAY MONTH YEAR

Your full current home address (not your university or college address)

Postcode

section

2

student's childcare details

a

Childcare details

Please provide details of children who will be receiving registered or approved childcare during your academic year. You should only include childcare provided from the first day of your 2011/12 academic year.

Child's full name	Date of birth			Date childcare started in academic year 2011/12		
	DAY	MONTH	YEAR	DAY	MONTH	YEAR
Child 1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Child 2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Child 3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Child 4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Child 5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

student's childcare details

b

You may get a free place for a child aged three or four from the Department of Education. Your application for Childcare Grant must not include costs for these places.

Will any child mentioned in question 2a receive a free place from the Department of Education for three and four year olds **during** the academic year 2011/12? Yes No

If 'Yes', please give the name and address of the provider(s) below.

	Postcode	

c

Childcare estimates

Please enter each child's name and your weekly childcare costs incurred during your university or college terms and holidays.

The earliest we can pay for your childcare costs is the start of your academic year. If you want to claim for the period between the first day of your academic year and the start of term 1 please complete weekly costs 'Before term 1'.

Total weekly costs					
Name of child	Child 1	Child 2	Child 3	Child 4	Child 5
Before term 1	£	£	£	£	£
Term 1	£	£	£	£	£
Holiday 1	£	£	£	£	£
Term 2	£	£	£	£	£
Holiday 2	£	£	£	£	£
Term 3	£	£	£	£	£
If you are in the final year of your course, we can only pay the childcare grant up until the last day of your final term.					
After term 3	£	£	£	£	£

It is recommended that you take a note of the estimates provided as this information may be helpful when you complete your actual costs later in the year on the form CCG2.

Student Declaration

Our Data Protection Statement sets out who will use the information provided on this form and what they will use it for. Before signing this form please read our statement online at www.studentfinancenl.co.uk/dataprotection. Alternatively, you can request a copy by writing to the Student Loans Company (SLC) at 100 Bothwell Street, Glasgow, G2 7JD or by calling our Customer Support Office on 0845 600 0662.

- 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 might be refused financial support, or prosecuted and my financial support withdrawn.

Your full name (in
BLOCK CAPITALS)

Your signature

Date

DAY

MONTH

YEAR



Important information

Before asking your childcare provider(s) to complete section 3, you must ensure that each childcare provider is approved or registered as detailed in the 'Childcare Grant and other support for full-time student parents in Higher education 2011/12' booklet.

You cannot receive a Childcare Grant if you or your husband, wife or partner are receiving the childcare element of the Working Tax Credit.

Please ensure that you attach a copy of your current Child Tax Credit Award notice (TC602) to this application.

to be completed by childcare provider (1)

Childcare provider details

Name of childcare provider

Address

Postcode

Phone number

Childcare provider registration/approval details

Please tick the appropriate box and provide the details requested.

Registered childcare provider in Northern Ireland
I am registered with a Health and Social Services Trust as a child minder or provider of daycare.

Registration number (if applicable)

Date of registration **DAY** **MONTH** **YEAR**

Please sign the childcare provider declaration on the next page.

Approved or registered childcare provider in England, Scotland or Wales

Registration number

Date of approval or registration. This lasts from **DAY** **MONTH** **YEAR**

To **DAY** **MONTH** **YEAR**

Name and address of the organisation which granted approval or that you are registered with.

Postcode

Phone number

Please sign the childcare provider declaration on the next page.

section
3
continued

to be completed by childcare provider (1)

Childcare provider declaration

I agree to provide childcare as shown in section 2 of this form and that this childcare has been approved by or registered with the organisation that I have indicated.

Your full name (in
BLOCK CAPITALS)

Your signature

Date

DAY

MONTH

YEAR



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to be completed by childcare provider (2)

Childcare provider details

Name of childcare provider

Address

Postcode

Phone number

Childcare provider registration/approval details

Please tick the appropriate box and provide the details requested.

Registered childcare provider in Northern Ireland

I am registered with a Health and Social Services Trust as a child minder or provider of daycare. I enclose a copy of my certificate of registration.

Registration number (if applicable)

Date of registration
DAY MONTH YEAR

Please sign the childcare provider declaration on the next page.

Approved or registered childcare provider in England, Scotland or Wales

Registration number

Date of approval or registration. This lasts from
DAY MONTH YEAR
 To
DAY MONTH YEAR

Name and address of the organisation which granted approval or that you are registered with.

Postcode

Phone number

Please sign the childcare provider declaration on the next page.

Childcare provider declaration

I agree to provide childcare as shown in section 2 of this form and that this childcare has been approved by or registered with the organisation that I have indicated.

Your full name (in BLOCK CAPITALS)

Your signature

Date

DAY

MONTH

YEAR



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Student's checklist

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

Fully answered all the relevant questions

tick

Signed and dated the Student's declaration

tick

Asked your childcare provider(s) to complete section 3 (if applicable)

tick

Attached a copy of your current Child Tax Credit Award notice (TC602) to this application

tick



Please remember to pay the correct postage.

You must return your completed form to the ELB address which can be found in section 9 of the booklet 'A guide to financial support for higher education students in 2011/12' or on the Education and Library Board finder available online at www.studentfinanceneni.co.uk.