

Application Form for new Postgraduate students 2022/23

www.studentfinancenico.uk

The quickest and easiest way to apply is online at www.studentfinancenico.uk

About this form

Only complete this form if you're starting a new course on or after 1 August 2022.

If you're a returning Postgraduate student you need to complete the 'Application form for continuing Postgraduate students'; go to www.studentfinancenico.uk to download this.

Before you complete this form

Go to www.studentfinancenico.uk then look for Postgraduate Finance to tell you more about:

- who can get a Postgraduate Tuition Fee Loan;
- how and when you'll be paid;
- how you'll repay your loan and when you'll start repaying.

If you're not sure if your course is eligible for a Postgraduate Tuition Fee Loan you should speak to your university.

You will need to have the 'Postgraduate Tuition Fee Loan Application Supporting Notes' to hand to complete this application form. Go to www.studentfinancenico.uk to download them.

Application Deadline

You have until 9 months after the start of your academic year to submit an application.

If your application is sent after this date, you won't be eligible for funding for that academic year.

Privacy Notice

To find out how we'll use the information you provide go to www.studentfinancenico.uk/privacynotice to read our Privacy Notice before completing this form.

Disabled Students' Allowance

You can apply for Disabled Students' Allowance (DSA) if you have a disability which meets the definition of a disability under the Disability Discrimination Act 1995, including a:

- long-term health condition;
- mental health condition;
- specific learning difficulty, for example: dyslexia.

To apply or to find out more about DSA go to www.studentfinancenico.uk



Before you start the application make sure you read the 6 things on the next page.

All of our forms and guides are available in Braille, large print format or audio. If you need these, you can request them by emailing your name, address and details of the format you require to: brailleandlargefonts@slc.co.uk or call **0141 243 3686** (this number is only for alternative format requests).



It's important you read the following 6 things before applying for a Postgraduate Tuition Fee Loan.

- 1** You can only get one Postgraduate Tuition Fee Loan from Student Finance Northern Ireland (SFNI). If you've previously received a Postgraduate Tuition Fee Loan from SFNI towards a Postgraduate Degree for a previous course, you're not eligible to apply.
- 2** You can apply for a loan of up to **£5,500**. This will be paid in instalments directly to your university.
- 3** You'll be charged interest on your loan as soon as we make the first payment to your university. This will continue until you've fully repaid your loan or until your loan is cancelled after 25 years – whichever comes first.
- 4** The interest you'll be charged while you're studying will be the Retail Price Index (RPI) of the previous March, or 1% above the highest base rate of a nominated group of banks (Bank Base Rate), whichever is lower. You can find out the latest interest rate on **www.gov.uk/repaying-your-student-loan**
- 5** You'll have to repay your loan, but only when you've left university and your income is over the income threshold in force when you are due to repay. The threshold for tax year 2022-23 is £20,195 a year.
- 6** You'll repay **9%** of your income over **£20,195** towards your postgraduate loan.

Your information

The information you give during the application process will be used to assess your entitlement to student finance. It is your responsibility to ensure the information is correct. It is an offence to knowingly provide false information in this application.

You're now ready to apply for a Postgraduate Tuition Fee Loan.

Section 1 Your details



This icon means there is additional information in the application notes.

1.1 Have you previously received Postgraduate Master's funding/ a Postgraduate Tuition Fee Loan towards a Postgraduate Master's degree from one of the following:



- Student Finance England (SFE)
- Student Finance Wales (SFW)
- Student Awards Agency Scotland (SAAS)
- Student Finance Northern Ireland (SFNI)

No

Yes - read the notes to find out if you're eligible to apply

1.2 Personal details



Complete these details exactly as stated on your passport or birth certificate.

If your name has changed since your passport or birth certificate was issued you need to send us documents to show this. Read the notes to see what you need to send.

Title

Mr Mrs Miss Ms Mx

Doctor Professor

Forename(s)

Surname/family name

Sex

Male Female

Date of Birth

Day Month Year
 / /

1.3 Customer Reference Number (if you have one)

Your Customer Reference Number is your personal reference number and is 11 digits long.

You'll have a Customer Reference Number if you've applied for student finance, or supported an application for someone else's student finance from any of the following:

- Student Loans Company
- Student Finance England
- Student Finance Wales
- Student Finance NI

1.4 Place of birth

The name of the village, town or city.

Section 1 Your details

1.5 Your nationality



1.6 Identity evidence details

Do you hold a valid UK or ROI passport?



If your UK/ROI passport has expired or you don't hold a valid UK/ROI passport, you'll need to send other documents to prove your identity. Read the notes for more information.

- Yes
- No – read the notes to find out what you need to send us - go to **1.9**

1.7 What type of valid passport do you hold?

Your passport must be currently valid and not expired.

- UK only** – provide your UK passport details - go to **1.8**
- ROI only** – send us your original ROI passport - go to **1.9**
- Both** – choose one option below
- I will provide my UK passport details - go to **1.8**; or
- I will send my original ROI passport - go to **1.9**

1.8 UK passport details

We will share the passport details you provide with HM Passport Office to confirm that they're valid.

Complete the following exactly as stated on your UK passport. **Do not input non-UK passport details here.**

If you have completed your UK passport details, you do not need to send your original UK passport to us.

Passport number

Forename(s)

Surname

Date of issue

Day Month Year

/ /

Date of expiry

Day Month Year

/ /

Section 1 Your details

1.9 National Insurance number



If you have previously worked in the UK you will find your National Insurance number on any of the following:

- your National Insurance number card or letter; **or**
- a payslip; **or**
- an Income Tax document such as P45 or P60.

Any payment of your loan will be withheld until you provide your National Insurance number, unless you're a European Union (EU) student.

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.

 - -

1.10 Contact details

Provide an email address so we can keep you updated with the progress of your application. We'll also use your mobile number to text you with important information.

You should let us know as soon as possible if **any** of your details change.

Mobile phone number

Home phone number

Email address

1.11 What is your home address?

You should let us know as soon as possible if **any** of your details change.

Home address (give your full address details)

Postcode

Country

Section 1 Your details

1.12 Is your contact address different?

If your contact address is different, please also provide this. If you provide a contact address, all correspondence we issue will be sent to that address. Any original evidence will be returned to your home address.

You can update your address(es) at any time by logging into your online account or by calling us.

Contact address (give your full address details)

Postcode

Country

1.13 Will you be applying for Disabled Students' Allowance (DSA)?

You can apply for DSA if you're a higher education student, living in Northern Ireland and have a disability including a long term health condition, mental health condition or a specific learning difficulty.

For more information about DSA go to www.studentfinancenl.co.uk and search for 'Disabled Students' Allowance'.

No – I won't be applying for DSA

Yes – I've already applied for DSA

Yes – I will be applying for DSA

You can download the 'Disabled Students' Allowance Slimline application form' from www.studentfinancenl.co.uk

Section 2 Your residency information

In this section we'll ask you about your residency status and tell you what evidence to send with your application. We've listed some of the evidence in this section. If you need more information, you should read the Application Notes.

Make sure to send your evidence with your application, we can't accept it if you don't.

2.1 Are you a UK national?



No – go to 2.2

Yes – go to 3.1

2.2 Are you an Irish citizen?



No – go to 2.3

Yes – have you been resident in:

- the UK, Gibraltar, the EEA or Switzerland; **or**
- the UK and Islands

for the three years prior to the first day of the first academic year of your course?

No – go to 2.3

Yes – go to 3.1

2.3 Are you the family member of a UK national?



No – go to 2.4

Yes – have you been resident in the UK and Islands for the three years prior to the first day of the first academic year of your course?

Yes – go to 3.1

No – have both you and your UK national family member been resident in the UK, Gibraltar, the EEA or Switzerland for the three years prior to the first day of the first academic year of your course

and

both you and your UK national family member were living:

- in the UK on 31 December 2020, after moving to the UK from the EEA and Switzerland on or after 1 January 2018

or

- in the EEA or Switzerland on 31 December 2020?

No – go to 2.4

Yes – go to 3.1

Section 2 Your residency information

2.4 Are you a non-UK or non-Irish family member of an Irish citizen and you have been granted pre-settled status under the EU Settlement Scheme?



- No** – go to **2.5**
- Yes** – have you been resident in the UK, Gibraltar, the EEA or Switzerland for the three years prior to the first day of the first academic year of your course?

No – go to **2.5**

Yes – provide your share code

Expiry date of pre-settled status

Day Month Year
 / /

go to **3.1**

2.5 Are you a non-UK or non-Irish family member of a person of Northern Ireland and you have been granted pre-settled status under the EU Settlement Scheme?



- No** – go to **2.6**
- Yes** – have you been resident in the UK, Gibraltar, the EEA or Switzerland for the three years prior to the first day of the first academic year of your course?

No – go to **2.6**

Yes – provide your share code

Expiry date of pre-settled status

Day Month Year
 / /

go to **3.1**

Section 2 Your residency information

2.6 Have you been granted settled status or pre-settled status under the EU Settlement Scheme?



- No** – go to **2.7**
- Yes** – settled status go to **2.6a**
– pre-settled status go to **2.6b**

2.6a Settled status



Have you been resident in the UK and Islands for the three years prior to the first day of the first academic year of your course?

- Yes** – provide your share code
-
- go to **3.1**
- No** – are you an EU national or the family member of an EU national and you have been resident in the UK, Gibraltar, the EEA or Switzerland for the three years prior to the first day of the first academic year of your course?
- No** – go to **2.7**
- Yes** – provide your share code
-
- go to **3.1**

2.6b Pre-settled status



Are you an EU national and for the three years prior to the first day of the first academic year of your course you have been resident in:

• the UK and Islands;

or

• the UK, Gibraltar, the EEA or Switzerland?

- Yes** – provide your share code
-
- Expiry date of pre-settled status
- Day Month Year
- / /
- go to **3.1**
- No** – are you the family member of an EU national and you have been resident in the UK, Gibraltar, the EEA or Switzerland for the three years prior to the first day of the first academic year of your course?
- No** – go to **2.7**
- Yes** – provide your share code
-
- Expiry date of pre-settled status
- Day Month Year
- / /
- go to **3.1**

Section 2 Your residency information

2.7 Are you:



- an EU national or family member of an EU national; or
- the family member of a UK national who is resident in Gibraltar?

No – go to **2.8**

Yes – have you been resident in the UK, Gibraltar, the EEA or Switzerland for the three years prior to the first day of the first academic year of your course?

No – go to **2.8**

Yes – go to **3.1**

2.8 Are you the child of a Swiss national?



No – go to **2.9**

Yes – have you been resident in the UK, Gibraltar, the EEA or Switzerland for the three years prior to the first day of the first academic year of your course?

No – go to **2.9**

Yes – provide **your** share code

Expiry date of pre-settled status

Day Month Year

 / /

Provide **your parent/step-parent's** share code

Expiry date of pre-settled status, if applicable

Day Month Year

 / /

Date of birth

Day Month Year

 / /

go to **3.1**

Section 2 Your residency information

2.9 Are you or your:



- husband, wife, civil partner; or
- parent(s), step-parent or other direct relative in the ascending line; or
- child, step-child or other direct descendant

an EU or EEA national who is working, has worked or is looking for work in the UK?

If you or a family member are a Frontier Worker see notes.

2.9a I am working, have worked or I am looking for work



Please note that you don't need to provide a share code if you are a Frontier Worker.

No – go to **2.10**

Yes – have you been resident in the UK, Gibraltar, the EEA or Switzerland for the three years prior to the first day of the first academic year of your course?

No – go to **2.10**

Yes – is the person who is working, has worked or is looking for work in the UK:

You – go to **2.9a**

Your family member – go to **2.9b**

Provide details - you should also provide details of your previous study.

If you are currently working will you continue to work during your studies? If yes, give details.

Share code

Expiry date of pre-settled status

Day Month Year
 / /

go to **3.1**

Section 2 Your residency information

2.9b My family member is working, has worked or is looking for work and is my:



- husband/wife/civil partner
- parent(s)/step-parent(s)/other direct relative in the ascending line and I am under 21 years old or dependent on them
- child or step-child/other direct descendant and I am dependent on them

Provide details of their employment:

If they are currently working will they continue to work during your studies? If yes, give details of employment.

Please provide **your** share code

Expiry date of pre-settled status

Day Month Year

 / /

Please note that you don't need to provide a share code for your family member if they are a Frontier Worker.

Please provide your **family member's** share code

Date of birth

Day Month Year

 / /

Expiry date of pre-settled status, if applicable

Day Month Year

 / /

go to **3.1**

Section 2 Your residency information

2.10 Are you or your:



- husband, wife, civil partner; or
- parent, step-parent

a Swiss national who is working, has worked or is looking for work in the UK?

If you or a family member are a Frontier Worker see notes.

No – go to **2.11**

Yes – have you been resident in the UK, Gibraltar, the EEA or Switzerland for the three years prior to the first day of the first academic year of your course?

No – go to **2.11**

Yes – is the person who is working, has worked or is looking for work in the UK:

You – go to **2.10a**

Your **family member** – go to **2.10b**

2.10a I am working, have worked or I am looking for work



Provide details - you should also provide details of your previous study.

If you are currently working will you continue to work during your studies? If yes give details.

Please note that you don't need to provide a share code if you are a Frontier Worker.

Share code

Expiry date of pre-settled status

Day Month Year
 / /

go to **3.1**

Section 2 Your residency information

2.10b My family member is working, has worked or is looking for work and is my:



Please note that you don't need to provide a share code for your family member if they are a Frontier Worker

- husband/wife/civil partner
 parent or step-parent

Provide details of their employment:

If they are currently working will they continue to work during your studies? If yes, give details of employment.

Please provide **your** share code

Expiry date of pre-settled status

Day Month Year
 / /

Please provide your **family member's**:

Share code

Date of birth


Day Month Year
 / /

Expiry date of pre-settled status, if applicable

Day Month Year
 / /

go to **3.1**

Section 2 Your residency information

 **2.11** Have you or your family member been granted leave under the Afghan Relocations and Assistance Policy (ARAP) or the Afghan Citizens Resettlement Scheme (ACRS)?

- No** – go to **2.12**
- Yes** – I have been granted leave under the ARAP or ACRS
- Yes** – I have been granted leave in line with my:
- husband/wife/civil partner
 - parent or step-parent

Please provide **your**:

Home Office reference number

Date last status was granted


Day Month Year
 / /

Date this status is due to expire, if applicable

Day Month Year
 / /

Have you lived outside the UK and Islands since your latest status was granted?

- No** – go to **section 4**
- Yes** – go to **3.2**

 **2.12** Are you the child of a Turkish worker who is working in the UK?

- No** – go to **2.13**
- Yes** – has your Turkish worker parent/step-parent been granted extended Leave to Remain in the UK after 31 December 2020 by the Home Office?
- No** – go to **2.13**
 - Yes** – were you and your Turkish worker parent/step-parent resident in the UK by 31 December 2020?
 - No** – go to **2.13**
 - Yes** – go to **3.1**

Section 2 Your residency information

2.13 Do you have 'settled status' in the UK that was not granted under the EU Settlement Scheme?



No – go to **2.14**

Yes – please provide your:
Home Office reference number

Date latest status granted

Day Month Year

 / /

go to **3.1**

2.14 Have you been granted limited leave to enter or remain under a Ukraine Scheme?



By Ukraine Scheme we mean:

- the Ukraine Family Scheme;
- the Homes for Ukraine Sponsorship Scheme; or
- the Ukraine Extension Scheme

No – go to **2.15**

Yes – please provide your:
Home Office reference number

Date latest status granted

Day Month Year

 / /

Date this status is due to expire

Day Month Year

 / /

2.15 Have you or your:
• husband, wife, civil partner; or
• parent(s), step-parent
been granted refugee status by the UK government?



No – go to **2.16**

Yes – please provide your:
Home Office reference number

Date latest status granted

Day Month Year

 / /

Date this status is due to expire

Day Month Year

 / /

Have you lived outside the UK and Islands since your latest status was granted?

No – go to **section 4**

Yes – go to **3.2**

Section 2 Your residency information

2.16 Have you or your:



- husband, wife, civil partner; or
 - parent(s), step-parent
- been granted Discretionary 'Leave to Remain' in the UK as a result of a failed asylum application?

No – go to **2.17**

Yes – please provide your:

Home Office reference number

Date latest status granted

Day Month Year
 / /

Date this status is due to expire

Day Month Year
 / /

Have you lived outside the UK and Islands since your latest status was granted?

No – go to **section 4**

Yes – go to **3.2**

2.17 Have you or your:



- husband, wife, civil partner; or
 - parent(s), step-parent
- been granted Discretionary 'Leave to Remain' in the UK and no application for asylum has been made?

No – go to **2.18**

Yes – please provide your:

Home Office reference number

Date latest status granted

Day Month Year
 / /

Date this status is due to expire

Day Month Year
 / /

Have you lived outside the UK and Islands since your latest status was granted?

No – go to **section 4**

Yes – go to **3.2**

Section 2 Your residency information

2.18 Have you or your:



- husband, wife, civil partner; or
- parent(s), step-parent
been granted 'Leave to Remain'
as a Stateless Person?

No – go to **2.19**

Yes – please provide your:

Home Office reference number

Date latest status granted

Day Month Year

 / /

Date this status is due to expire

Day Month Year

 / /

Have you lived outside the UK and Islands
since your latest status was granted?

No – go to **section 4**

Yes – go to **3.2**

2.19 Have you or your:



- husband, wife, civil partner; or
- parent(s), step-parent
been granted Humanitarian
Protection?

No – go to **2.20**

Yes – please provide your:

Home Office reference number

Date latest status granted

Day Month Year

 / /

Date this status is due to expire

Day Month Year

 / /

Have you lived outside the UK and Islands
since your latest status was granted?

No – go to **section 4**

Yes – go to **3.2**

Section 2 Your residency information

2.20 Have you been granted 'Indefinite Leave to Remain' in the UK as the victim of domestic violence or abuse?



No – go to **2.21**

Yes – please provide your:
Home Office reference number

Date latest status granted

Day Month Year

 / /

go to **3.2**

2.21 Have you been granted 'Leave to Remain' in the UK under section 67 of the Immigration Act 2016, or are you the dependent child of someone who has?



No – go to **2.22**

Yes – please provide your:
Home Office reference number

Date latest status granted

Day Month Year

 / /

Date this status is due to expire

Day Month Year

 / /

Have you lived outside the UK and Islands since your latest status was granted?

No – go to **section 4**

Yes – go to **3.2**

Section 2 Your residency information

2.22 Have you been granted 'Calais leave' in the UK, or are you the dependent child of someone who has?



- No** – go to **2.23**
- Yes** – please provide your:
Home Office reference number

Date latest status granted

Day Month Year
 / /

Date this status is due to expire

Day Month Year
 / /

Have you lived outside the UK and Islands since your latest status was granted?

- No** – go to **section 4**
- Yes** – go to **3.2**

2.23 Have you been granted 'Indefinite Leave to Remain' as a person who has been a bereaved partner?



- No** – go to **2.24**
- Yes** – please provide your:
Home Office reference number

Date granted status

Day Month Year
 / /

go to **3.2**

2.24 On the first day of the first academic year of your course will you be under 18 and will you have been living in the UK for seven years?



- No** – go to **2.25**
- Yes** – go to **3.1**

2.25 On the first day of the first academic year of your course will you be over 18 and will you have lived in the UK for at least 20 years, or at least half of your life?



- No** – I have answered 'No' to all the questions in this section. If you think you may be eligible but have answered 'No' to all the questions, please contact our helpline on **0300 100 0493**.
- Yes** – go to **3.1**

Section 3 Your address history

We need to know where you lived for **3 years** before the first day of your first academic year of your course. If you leave any gaps in your address history this will delay your application.

The first day of your academic year is:

- 1 September, where your course begins on or after 1 August and before 1 January;
- 1 January, where your course begins on or after 1 January and before 1 April;
- 1 April, where your course begins on or after 1 April and before 1 July;
- 1 July, where your course begins on or after 1 July and before 1 August.

For example if your course starts on 5 September this year, then the first day of your academic year is 1 September. We need to know your complete address history for 3 years before 1 September.

3.1 Give details of your residence for the three years before the start of the first academic year of your course. There should be no gaps in the dates you give us.

You don't need to send proof of your previous addresses at this time, but we might ask for it in the future.

If you need more space use the additional notes section on page 26 or attach an additional piece of A4 paper to your completed form. Remember to include your Customer Reference Number.

Don't provide details of any temporary addresses such as halls of residence.

Home address

Postcode

From

Day Month Year
 / /

To

Day Month Year
 / /

Tick this box if you'll be living here when your course starts

Tell us why you moved here

Home address

Postcode

From

Day Month Year
 / /

To

Day Month Year
 / /

Tick this box if you'll be living here when your course starts

Tell us why you moved here

Section 3 Your address history

3.2 Give details of your residence from the date you received your last status from the Home Office.

If you have been granted:

- 'Indefinite Leave to Remain' as the victim of domestic violence or abuse; or
- 'Indefinite Leave to Remain' as a person who has been a bereaved partner; or
- Leave under the Afghan Relocations and Assistance Policy or the Afghan Citizens Resettlement Scheme or;
- 'Limited leave to enter or remain' under a Ukraine Scheme

only provide address history from when you received the status up to a maximum of 3 years before the first day of the first academic year of your course.

If you need more space use the additional notes section on page 26 or attach an additional piece of A4 paper to your completed form. Remember to include your Customer Reference Number.

Home address

Postcode

From

Day Month Year
 / /

To

Day Month Year
 / /

Tick this box if you'll be living here when your course starts

Tell us why you moved here

Home address

Postcode

From

Day Month Year
 / /

To

Day Month Year
 / /

Tick this box if you'll be living here when your course starts

Tell us why you moved here

Section 4 Your postgraduate course

4.1 Give details about the postgraduate course you've applied for

If you've applied for more than one course tell us about your preferred choice.

Give as much detail as you can at the time of your application.

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

If any of these details change log into your online account or call us to update your information.

If you're a first year student, this will be the month that your course begins. If you're in second or third year, you need to enter the date you started the first year of your course.

University name

University address

Name of campus/location

Course name

Start date of the first year of your course

Month Year
 /

Course type

- Taught Master's
- Research-based Master's
- PG Certificate
- PG Diploma

Study type

- Full-time
- Part-time

Section 4 Your postgraduate course

4.2 How long is your course?

- 1 year
- 2 years
- 3 years

4.3 What year of your course are you starting this year?

- 1st year – **go to 4.5**
- 2nd year – **go to 4.4**
- 3rd year – **go to 4.4**

4.4 Tell us why you aren't entering year 1?

- I studied this course last year
- I have a previous qualification
- Other
Please give details

4.5 Is this a distance learning course?



- No
- Yes – are you studying on a distance learning course because you or a member of your family are in the armed forces?
 - No
 - Yes – you need to send us evidence. Read the notes to find out what to send.
Go to section 5

4.6 Will you be studying overseas for over half of your entire course?

If you are studying overseas because you or a member of your family are in the armed forces please answer 'no'.

- No
- Yes – you should contact us on **0300 100 0493** before completing your application.

Section 5 How much would you like to borrow?

Information about your loan

- 1 The amount of loan you can get depends on the cost of your course.
- 2 Your loan will be paid directly to your university in three instalments.
- 3 If your course costs more than the amount of loan you can get, you'll need to pay the difference to your university.

If you're studying a 1 year course:

- You can get a loan for the cost of your course, up to a maximum of £5,500.

How much would you like to borrow this year?

the maximum available to me

or

a lower amount of £

If your course is longer than 1 year:

- You can borrow to a maximum of £5,500 in total to pay for your tuition fees over the length of your course. You decide how much you want to borrow each year up to this maximum amount.
- You can't borrow more than the tuition fee being charged for each year of your course.

Example - Dan is doing a 2 year course costing £7,000

Year 1

The first year of Dan's course costs £4,000 this year. He asks for the maximum and his university gets paid **£4,000**.



Year 2

The next year of Dan's course costs £3,000. He asks for the maximum and his university gets paid £1,500. **He then pays £1,500 himself.**

How much would you like to borrow this year?

the maximum available to me (depending on the fees charged by your university, this may not cover the cost of your course and you may have to pay the difference)

or

a lower amount of £

Section 6 Your additional contacts

We know that people sometimes forget to let us know if they move home or change telephone numbers. So that we can keep in contact with you please provide us with two additional contacts.

We'll only use their details to get back in contact with you, nothing else. By entering these details, you're confirming you've told them about this and they're happy for The Student Loans Company Ltd to contact them if necessary.

Where possible provide UK based contacts.

6.1 Give the contact details for your first additional contact

This person can live at the same address as you.

Contact 1

Full name

Relationship to you

Address

Postcode/Zip code

Phone number (including international dial code if outside UK)

6.2 Give the contact details for your second additional contact

Your second alternative contact can't live at the same address as you or your first contact.

Contact 2

Full name

Relationship to you

Address

Postcode/Zip code

Phone number (including international dial code if outside UK)

Additional notes

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

Section 7 Terms and Conditions



You must sign, date and return this form before any payment can be made to you.

These terms and conditions (“terms”) and applicable legislation apply to all of the student finance available to students for the academic year 2022/23.

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.studentfinancenl.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 Department for the Economy (the “Lender”) which includes any persons acting on its behalf and any replacement(s) under Article 4(3) of the Education (Student Support) (Northern Ireland) Order 1998 as amended or replaced from time to time (the “Order”).
4. I understand these terms, the Order and the regulations made under Article 3 of the Order 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”) and the Education Authority (“EA”) carry 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. entered into agreement(s) for a loan under the Order 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 and EA any information they need in support of this application for student finance and to seek repayment.
9. I agree to tell SLC and EA 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 and EA 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 Order 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.

Section 7 Terms and Conditions – continued

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 Northern Ireland 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.studentfinancenl.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 SLC reserves the right to pay the suppliers of any approved equipment and support directly. I will be notified if SLC will make payments directly to suppliers on my behalf.

Alternative Funding

20. I confirm that I have not previously received any loan(s) for a Postgraduate Master's degree where this was provided out of funds from another UK government authority.
21. I confirm that I have not previously received a base grant or contribution to costs grant for a Postgraduate Master's degree under the Education (Student Support) Postgraduate Master's Degrees (Wales) Regulations 2019.

Customer Reference Number

Your signature (in ink)

Today's date

Day Month Year

 / / 

Section 8 Finalising your application

8.1 Have you answered **all** the questions that apply to you?

No – if you don't complete a section or question you've been asked to this could delay your application.

Yes

8.2 Have you signed and dated your terms and conditions in Section 7?

No – you must sign the terms and conditions, we can't process your application without it.

Yes

8.3 Have you included **all** the supporting documents or completed additional forms we've asked for?

Check to make sure you have all the right documents and additional forms to support your application. The notes will tell you exactly what you need to send depending on your situation.

No – gather **all** the documents we've asked for before you return your application, it won't be accepted without them.

Yes – now read the information on the next page to find out where and when to return your completed application form.

How to return your Postgraduate Tuition Fee Loan application

1 – Got everything we need?

You'll need to send all the supporting documents we've asked for **and** any additional forms you've been asked to complete. We can't process your application without them.

2 – Check your postage

Make sure what you're sending is weighed and the correct postage is fully paid.

Remember to ask for proof of postage.

3 – Return your application on time

Send us your completed application as soon as possible to make sure your funding is in place for the start of your course.

Send it to:

**Student Finance NI
Postgraduate Office
Ballee Centre
Ballee Road West
Ballymena
BT42 2HS**

Voluntary Questions

Please read the Equal Opportunities Monitoring information note on page 32 before completing this questionnaire. Tick all the boxes that apply to you.

Your answers are voluntary and will not affect your application for student finance. The information will be used to help the Department for the Economy develop their policies in the future. Student Finance Northern Ireland will also use the information to improve their ability to deliver suitable and accessible educational services that meet the varied needs of their communities in the future.

A What is your religious affiliation?

- I am a member of the Protestant Community
- I am a member of the Catholic Community
- I am a member of neither the Protestant nor Catholic Community

B What is your gender?

- Male
- Female
- Transgender
- Other

C Which of the following best describes your sexual orientation?

- Heterosexual/Straight
- Bisexual
- Gay
- Lesbian
- Prefer not to say
- Prefer to self-describe - give details below

D What is your marital status?

- Single
- Married
- Separated
- Divorced
- Widowed
- Cohabiting
- Other – give details below

E What is your carer status?

- No caring responsibilities
- Care for own children
- Care for other relative
- Other – give details below

F Do you consider yourself to have/have had a disability?

- No
- Yes – give details below

Voluntary Questions – continued

G What is your ethnic origin?

- | | |
|--|---|
| <input type="checkbox"/> Chinese | <input type="checkbox"/> Irish Traveller |
| <input type="checkbox"/> Black/African Caribbean | <input type="checkbox"/> Indian |
| <input type="checkbox"/> Pakistani | <input type="checkbox"/> White |
| <input type="checkbox"/> Asian other | <input type="checkbox"/> Other – give details below |

H How old are you?

- | | | | |
|--------------------------------|--------------------------------|--------------------------------|----------------------------------|
| <input type="checkbox"/> 16-24 | <input type="checkbox"/> 25-34 | <input type="checkbox"/> 35-44 | <input type="checkbox"/> Over 45 |
|--------------------------------|--------------------------------|--------------------------------|----------------------------------|

Equal Opportunities Monitoring

Under Section 75 of the Northern Ireland Act (1998), the EA shall, in carrying out all their functions, powers and duties, have due regard to the need to promote equality of opportunity

- (a) between persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation;
- (b) between men and women generally;
- (c) between persons with a disability and persons without; and
- (d) between persons with dependants and persons without.

In order to monitor the uptake of services provided by the EA and the impact of policies, applicants are requested to provide information in relation to the above categories.

Access to Section 75 monitoring information will be strictly controlled and will not be available to those considering your application. Monitoring will involve the use of statistical summaries of information in which the identities of individuals will not appear. This information will not be available for any purposes other than for Section 75 monitoring.