 **The Harpur Trust**

|  |
| --- |
| **Postgraduate University Bursary -** Application Form |

|  |
| --- |
| **Please read the guidance notes carefully before completing this form.**  **If you need a copy of this form in an alternative format, please contact us and we will try to assist.** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. Personal Details** | | | | | | | | | | | | | | | | | | | | | |
| **First Name** | | | | | | | | | | **Family Name** | | | | | | | | | | | |
|  | | | | | | | | | |  | | | | | | | | | | | |
| **Date of Birth** | | | | | | | | | | **Gender** | | | | | | | | | | | |
|  | | | | | | | | | |  | | | | | | | | | | | |
| **Home Address** | | | | | | | | | | **Current Term Time Address (if relevant)** | | | | | | | | | | | |
|  | | | | | | | | | |  | | | | | | | | | | | |
| **Postcode** |  | | | | | | | | | **Postcode** | | | | |  | | | | | | |
| **Home Telephone Number** | | | **Mobile Telephone Number** | | | | | | | | | **Email Address** | | | | | | | | | |
|  | | |  | | | | | | | | |  | | | | | | | | | |
| **2. Your Previous Harpur Trust Bursary** | | | | | | | | | | | | | | | | | | | | | |
| **Please provide details of the undergraduate degree funded by your Harpur Trust Bursary. If you have not graduated yet please provide evidence of your predicted result and grades to date.** | | | | | | | | | | | | | | | | | | | | | |
| **Name of University** | | **Dates of attendance** | | | | | | **Examinations** | | | | | | | | | | | | | |
| **From** | | **To** | | | | **Subject** | | | | | | **Degree Class** | | | | **Qualification** | | | |
|  | |  | |  | | | |  | | | | | |  | | | |  | | | |
| **3. Other Education (including all formal academic qualifications)** | | | | | | | | | | | | | | | | | | | | | |
| **Please start with the most recent.** | | | | | | | | | | | | | | | | | | | | | |
| **Name of**  **University / College / School** | | **Dates of attendance** | | | | | | **Examinations** | | | | | | | | | | | | | |
| **From** | | **To** | | | | **Subject** | | | | | **Result / Grade Awarded** | | **Qualification** | | | | **Date** | | |
|  | |  | |  | | | |  | | | | |  | |  | | | |  | | |
|  | | | | |  | |  | | | |  | | |
|  | | | | |  | |  | | | |  | | |
|  | | | | |  | |  | | | |  | | |
|  | | | | |  | |  | | | |  | | |
|  | | | | |  | |  | | | |  | | |
|  | | | | |  | |  | | | |  | | |
|  | | | | |  | |  | | | |  | | |
|  | | | | |  | |  | | | |  | | |
|  | | | | |  | |  | | | |  | | |
| **4. Postgraduate Course you intend to follow** | | | | | | | | | | | | | | | | | | | | | |
| **Name of University or Institution** | | **Title of Course** | | | | | | | | | | | **Qualification** | | | **Start Date** | | | | **End Date** | |
|  | |  | | | | | | | | | | |  | | |  | | | |  | |
| **Please tick to confirm that you have enclosed evidence that you have been offered a place on this course.** | | | | | | | | | | | | | | | | | | | |  | |
| **5. Employment History** | | | | | | | | | | | | | | | | | | | | | |
| **Please give details of your full employment history in date order *starting with current or most recent*. Include voluntary work/ placements if relevant.** | | | | | | | | | | | | | | | | | | | | | |
| **Organisation’s Name**  **and Address** | | **Employment Dates**  **(MM/YYYY)** | | | | | | | | **Your Role** | | | | | | | **Salary** | | | | |
| **From** | | | | | **To** | | |
|  | |  | | | | |  | | |  | | | | | | |  | | | | |
|  | |  | | | | |  | | |  | | | | | | |  | | | | |
|  | |  | | | | |  | | |  | | | | | | |  | | | | |
|  | |  | | | | |  | | |  | | | | | | |  | | | | |
|  | |  | | | | |  | | |  | | | | | | |  | | | | |
| **6. Your financial circumstances** | | | | | | | | | | | | | | | | | | | | |
| **Course fees** | | | | | | **£** | | | | | | | | | | | | | | |
|  | | | | | | **Item** | | | | | | | | | | | **Amount** | | | |
| **Please provide a breakdown of your estimated monthly living costs, excluding course fees** | | | | | | **Total Cost** | | | | | | | | | | | **£** | | | |
| **Amount requested from Harpur Trust (maximum £4,000)** | | | | | |  | | | | | | | | | | | | | | |
| **How will you fund the remainder of your costs?** | | | | | |  | | | | | | | | | | | | | | |
| **Have you applied for relevant statutory or university funding? (e.g. Student Finance Postgraduate Loan, Social Work Bursary, Initial Teacher Training Funding & subject specific bursaries) Please give full details.** | | | | | | | | | | | | | | | | | | | | |
| **Fund source** | | | | | **Amount** | | | | | | **Outcome or date when outcome will be known** | | | | | | | | | |
|  | | | | |  | | | | | |  | | | | | | | | | |
| **Have you applied for any non-statutory sources of support? (e.g. grants from Trusts & Foundations) Please give full details.** | | | | | | | | | | | | | | | | | | | | |
| **Fund source** | | | | | **Amount** | | | | | | **Outcome or date when outcome will be known** | | | | | | | | | |
|  | | | | |  | | | | | |  | | | | | | | | | |
| **What is your current level of debt? (please list all debts including both student finance debt and other debts)** | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | |
| **Do you have any savings? (please give amount)** | | | | | | | | |  | | | | | | | | | | | |
| **Have your family financial circumstances changed significantly since you received your undergraduate bursary, so that your family might be able to make some contribution to your costs?** | | | | | | | | |  | | | | | | | | | | | |
| **7. Supporting Statement** | | | | | | | | | | | | | | | | | | | | | |
| **Please explain why you are a suitable candidate for the Harpur Trust Postgraduate Bursary. Please ensure that your answer addresses *all* the following points:**  **Your intended career, reasons for career choice, whether this course is a genuine professional requirement for the course or if not, what evidence you have that the course will result in demonstrably improved employment prospects within your chosen career, your choice of university/institution. Have your family/personal circumstances changed since you received your Harpur Trust Undergraduate Bursary? How will that impact on your postgraduate studies?** | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **8. References** | | | | | | |
| **Please supply the names and contact details of two people who we may contact for references. One of these must be an academic reference indicating your suitability for the course. Neither referee should be a relative or someone known to you solely as a friend. The Harpur Trust intends to take up references on candidates before interview.** | | | | | | |
| **Referee 1** | | **Referee 2** | | | | |
| **Name:** |  | **Name:** |  | | | |
| **Job Title:** |  | **Job Title:** |  | | | |
| **Organisation:** |  | **Organisation:** |  | | | |
| **Address:** |  | **Address:** |  | | | |
| **Telephone Number:** |  | **Telephone Number:** |  | | | |
| **Email Address:** |  | **Email Address:** |  | | | |
| **9. General Data Protection Regulation - how we will use your information** | | | | | | |
| **In accordance with the GDPR we require your consent to use and store any personal data entered on this application form. Submitting your application confirms that you have given your consent. You can withdraw your consent at any time by contacting us at** [**grants@harpurtrust.org.uk**](mailto:grants@harpurtrust.org.uk) **and we will remove your personal data from our database.**  **We will use the information which you have provided on this form and from references for the following purposes: to assess your eligibility for the funding for which you have applied and to monitor & evaluate or funding programmes. If your application is successful, the Trust will retain the information provided in this form (together with any attachments) on your file. If your application is unsuccessful, all documentation relating to your application will normally be confidentially destroyed after six months. We will maintain a database of names of unsuccessful applicants for monitoring purposes.**  **The Harpur Trust will treat any personal data you provide in line with the Data Protection Act 1998 and The Trust’s Privacy Statement (available on The Trust’s website).** | | | | | | |
| **10. Declaration** | | | | | | |
| **Please check the boxes** | | | | Place a **X** in the boxes below | | |
| * I confirm that the information I have given on this application form is true and correct to the best of my knowledge. | | | |  |  |  |
| * I consent to the Trust processing the information given on this form, including any 'sensitive' information, as may be necessary during the application process. | | | |  |  |  |
| * I consent to the Trust making direct contact with the people specified as my referees to verify the reference. | | | |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature:** |  | **Date:** |  |
| **Where this form is submitted electronically and without signature, electronic receipt of this form by the Trust will be deemed equivalent to submission of a signed version and will constitute confirmation of the declaration at Section 10.** | | | |

|  |
| --- |
| **Please send the form to:**  *Community Programmes Office*  *The Harpur Trust, Princeton Court, Pilgrim Centre*  *Brickhill Drive, Bedford, MK41 7PZ*  *Tel: 01234 369500 Fax: 01234 369505 Email:* [*grants@harpurtrust.org.uk*](mailto:grants@harpurtrust.org.uk) |

**Equality and Diversity Monitoring**

We will use the information from this questionnaire to monitor our services and make sure we are treating everyone in a fair and equal way. The questions are designed gather data about our applicants relation to the characteristics protected under the Equality Act 2010.

We will keep the information from this questionnaire confidential and store it in line with the Data Protection Act 1998 and the Harpur Trust’s Privacy Statement which is available on our website. You do not have to fill in this questionnaire but we hope that you will.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **What is your gender (please tick)?** | | | | | | | |
|  | Male |  | Female |  | Other |  | Prefer not to say |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **2** | **How would you describe your ethnicity (please tick)?** | | | | | | |
|  | **White:** | | **Black or Black British:** | | **Other ethnic group:** | | |
|  | British — English, Scottish, Northern Irish or Welsh |  | Caribbean |  | Any other ethnic group | |  |
|  | Irish |  | African |  | Prefer not to say | |  |
|  | Any other white background |  | Any other Black background |  |  | |  |
|  | **Mixed ethnic group** | | **Asian or Asian British:** | |  | | |
|  | White and Black Caribbean |  | Indian |  |  |  | |
|  | White and Black African |  | Pakistani |  |  |  | |
|  | White and Asian |  | Bangladeshi |  |  |  | |
|  | Any other mixed background |  | Chinese |  |  |  | |
|  |  |  | Any other Asian background |  |  |  | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **3** | **Do you consider yourself to have a disability as defined under the Equality Act (please tick)?** | | | | | | | |
|  | Yes |  | No |  | Don't know |  | Prefer not to say |  |