



# SHREE PRAJAPATI ASSOCIATION (UK)

ESTABLISHED 1975



CHARITY NO. 802570

## श्री प्रजापति समाज (युके)

### SPA (UK) EDUCATION TRUST FUND

(Administered under SPA (UK) ITF)

### BURSARY APPLICATION FORM

Please complete in full in CAPITAL

#### Section I: Personal information

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Address \_\_\_\_\_

E-Mail: \_\_\_\_\_

\_\_\_\_\_

Male/Female   M / F  

\_\_\_\_\_

Date of birth \_\_\_\_\_

Post code \_\_\_\_\_

Place of birth \_\_\_\_\_

Member of Shree Prajapati Association UK -   Y / N  

Branch \_\_\_\_\_

#### Section II: Academic information –Please enclose certified true copy of results

GCSE – ‘O’ LEVEL RESULT

GRADE

GCSE – ‘A’ LEVEL RESULT

GRADE

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**SECTION IV; FINANCIAL INFORMATION – PARENTS**

**Father**

**Mother**

FULL NAME \_\_\_\_\_

\_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Town in India \_\_\_\_\_

\_\_\_\_\_

**INCOME**

Salary and emoluments gross	.....	.....
Pensions gross social security benefits	.....	.....
Interest and dividends	.....	.....
Other income – please specify	.....	.....

.....  
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.....  
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**TOTAL INCOME (A)**

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**OUTGOINGS**

Tax & NI payable on above income	.....	.....
Mortgage and other interest	.....	.....
Life assurance premiums	.....	.....
Other outgoings – specify	.....	.....

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**TOTAL OUTGOINGS (B)**

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**ASSETS**

Residence approx market value	.....	.....
Investments – Bank & Building Soc	.....	.....
PEPS, ISAs, TESSAs	.....	.....
Value of other assets – specify	.....	.....

**TOTAL ASSETS (C)**

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**LIABILITIES**

Mortgage	.....	.....
Other liabilities – specify	.....	.....

**TOTAL LIABILITIES (D)**

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**NET ASSETS = (C) - (D)** .....  
.....

DEPENDENTS	1	2	3	4
Name	.....	.....	.....	.....
Date of birth	.....	.....	.....	.....
Relationship	.....	.....	.....	.....

**ANY OTHER RELEVANT INFORMATION**

.....  
 .....  
 .....  
 .....

**Please submit proof of the income, assets and liabilities.**

**PLEASE GIVE NAMES AND ADDRESSES OF TWO REFEREES:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Relationship \_\_\_\_\_

**DECLARATION**

After reading the attached notes, the following declaration should be signed by both parents and applicant:

We have read the notes and have made a complete declaration of our/my income and assets.

We understand that:

- (a) Any award is subject to annual review and that we/I must complete an annual declaration of our/my financial circumstances on the form sent to us/me and supply all relevant supporting evidence by the return date indicated.
- (b) We undertake to report immediately any material change in the financial position declared.
- (c) We undertake to submit annual report from university etc to evidence regular and satisfactory attendance thereat.
- (d) The grant may be withdrawn or reduced and in certain circumstances, past payments reclaimed if:
  - (i) We/I have knowingly or recklessly provided false information;
  - (ii) We/I have failed to return the annual declaration of our/my financial circumstances by the return date indicated;
  - (iii) We/I have failed to produce any additional information required by SPA (UK) Education Fund to evidence our/my financial circumstances;
  - (iv) SPA (UK) Education Fund's resources are insufficient to maintain the level of bursary.

**SIGNATURES**

Father ..... Date .....

Mother ..... Date .....

Applicant ..... Date .....

**ASSISTANCE FROM OTHER SOURCES**

In order to help the greatest number of parents who need financial assistance, all those who apply for a bursary from SPA Education Fund are asked to enquire if they are eligible for assistance from any other source e.g. University, college, trusts, foundations etc

Please submit this application through the Secretary of your local branch of Shree Prajapati Association who will then submit it to the SPA (UK) ITF Fund Trustees

For completion by the Secretary of the local SPA (UK) Branch after a personal visit to the parents home. – Comments

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## NOTES FOR GUIDANCE FOR COMPLETION OF BURSARY APPLICATION FORM

SPA (UK) Education Fund reserves the right to seek any other documentary evidence in support of the income and asset figures submitted, and to make enquiries which it deems necessary.

### 1. INCOME

- (a) The gross annual amount of salaries and wages including part-time employment, statutory sick pay, statutory maternity pay including taxable benefits in kind agreed with the Inland Revenue should be shown. Copy of P60 should be included.
- (b) Profit from business or profession should be the figures agreed with the Inland Revenue. Copies of the latest accounts should be enclosed.
- (c) All other investment income (e.g. interest or National Savings Bank deposit; dividends, annuities, etc) should be entered GROSS.
- (d) All social security benefits received should be declared and type of benefit specified.
- (e) Include free benefits in kind agreed by Inland Revenue as not subject to tax - free housing, free meals, etc.
- (f) Rents from property should be stated net as agreed with the Inland Revenue.

### 2. OUTGOINGS

- (a) Enter income tax and tax on unearned income SEPERATELY.
- (b) Enter payments to pension schemes.
- (c) Enter capital as well as interest payments on a mortgage for the principle residence.
- (d) Include bank overdraft and other loan charges incurred during the year specifying purpose of the loan.

### 3. ASSETS

- (a) Include capital sum of any monies on deposit with any bank, deposit taker or building society and stocks and shares at current valuation.
- (b) Estimated current market value of your principle residence
- (c) Estimated current market value of investment property should be stated

### 4. DEPENDENT CHILDREN AND OTHER DEPENDENTS

- (a) Enter details of your other children who are unmarried and at school, university or other educational institutions.
- (b) If you qualify for a Carer's Allowance or have an aged grandparent or relative with you or dependent upon you , please provide details.

### 5. ANY OTHER RELEVANT INFORMATION

Please enter on a separate sheet, if necessary, any details which may affect the assessment of a grant, e.g. a significant change in income or outgoings for the current year.

**PLEASE NOTE THAT ALL INFORMATION GIVEN ON THIS FORM WILL BE TREATED AS STRICTLY PRIVATE AND CONFIDENTIAL. THIS BURSARY IS MEANS TESTED AS THE GRANT IS FOR THE ENTIRE COURSE AND IS NOT REPAYABLE. HOWEVER WE WOULD ENCOURAGE DONATIONS BACK TO THE EDUCATION FUND LATER IN LIFE SO THAT THE FUND CAN ASSIST MORE DESERVING APPLICANTS IN THE FUTURE.**