# Postgraduate Student Assistance Fund (PG SAF)

# Personal Statement & Document Checklist

This personal statement template is designed to make sure that we can capture and understand each applicant’s financial circumstances in a consistent way. The information you provide below will be used for the purposes of assessing your financial circumstances and the potential impact of support from the PG SAF. It will not be shared outside the Postgraduate Advisory Service and Postgraduate Financial Assistance Advisory Group.

## Instructions:

* Please complete all **mandatory** fields below, mindful of the word limits for each section,
* Add any additional information you feel may be relevant in the ‘other relevant information’ field,
* Please double-check the documents you are submitting, using the checklist overleaf to help you,
* Combine this personal statement with your other application documents, save as 1 PDF file and email it to [postgrad.support@tcd.ie](mailto:postgrad.support@tcd.ie),
* Please use the following format in your subject line, so we can recognise your application: **surname\_firstname\_student number\_docs\_SAF**

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| What is your current monthly income, approximately? (50-100 words max). **Mandatory Question** |
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| What and how much are your regular/ recurring monthly expenses, approximately? (rent, utilities, food, transport, childcare, etc.) (50-100 words max). **Mandatory Question** |
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| Are there any other upcoming additional expenses associated with your studies? If so, please give details. (50-100 words max). **Mandatory Question** |
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| Please outline how financial support from the Postgraduate Student Assistance Fund would enable your studies at Trinity this year? (50-100 words max). **Mandatory Question** |
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| Please indicate how you would spend funding from the PG Student Assistance Funding (please note, funding cannot be allocated towards fees, student loans or to fund costs otherwise borne by Trinity). (50-100 words max). **Mandatory Question** |
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| Other relevant information: is there any additional information you feel is relevant for us to accurately assess your application? If so, please let us know (100-150 words, max). **Optional Question** |
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| No. | Checklist of Documents  (place an X next to each document you are including in your application) | X or N/A |
| 1 | **Online Application form completed** (PAS website) |  |
| 2 | **Core Document: SUSI letter\* (please include the full letter from SUSI)**  \*students who have been means tested this year by SUSI do not need to submit other core documents) |  |
| 3 | **Core Document: Proof of income for 2022\*** (Statement of Liability/ P21 or equivalent, Social Welfare letter, etc.) |  |
| 4 | **Core Document:** If you are a Married/Dependent Student, your Spouse’s/ Parents’ Proof of income 2022 |  |
| 4 | **Core Document: Applicants’ 3 months’ most recent bank statements** |  |
| 5 | **Core Document: Applicant’s payslips** (most recent 3, if currently employed) |  |
| 6 | **Scholarship/ studentship details** (if applicable) |  |
| 7 | **Proof of Applicant’s rent** (if applicable) |  |
| 8 | **A utility bill/ utilities charges statement for rental address** (if applicable) |  |
| 8 | **A bill for applicant’s data/ internet package** (if applicable) |  |
| 9 | **Proof of dependents in childcare (registered providers only) or full-time education** (if applicable) |  |
| 10 | **Proof of single parent family income/ legal child maintenance agreement** (if applicable) |  |
| 11 | **Evidence of costs of travel to College or placement** (if applicable) |  |
| 12 | **Evidence of medical/ dental costs not covered by insurance or a medical card** (if applicable) |  |
| 13 | **Evidence of any mandatory professional registration costs** (if applicable) |  |