

All completed application forms must be returned by email with 'SU Placement Bursary' in the subject line. All applications must include scanned backup documentation and be emailed to the address below:

ug_hardship@tcd.ie

If you have any queries, please contact Helen Richardson, Student Support Officer (ug_hardship@tcd.ie)

Privacy Statement

This form together with all supporting documentation are submitted on the understanding that the data contained therein are used solely for the purposes of the consideration of TCDSU Placement Grant. The data will be retained in a secure location for the period of a student's registration in College, together with an additional period of thirteen months following graduation. Thereafter, all data will be erased.

Further details on the data protection regulations pertaining to these materials can be found at <http://www.tcd.ie/privacy/>. You are asked to read these carefully and indicate your consent below to the submission of all documentation relevant to your appeal subject to these regulations.

Signed: _____

Date: _____

Note:

1. No application forms will be accepted if privacy statement has not been signed.
2. Only students who are in receipt or have qualified for financial assistance or where the sole family income is reliant on social welfare will qualify for the SU Placement grant. All applications are means-tested.
3. No applications will be accepted without backup documentation and receipts of additional expenses for travel/accommodation etc.
4. No awards will be made until the placement is over and receipts have been submitted

Section A: College Information

Name:	
Student Number:	
College Standing/Year: JF/SF etc	
Course/Programme:	
Course Co. Ordinator:	
College Tutor:	

Section B: Placement Information

Placement Type (only compulsory can apply):	
Commencement Date of placement:	
Finishing date of placement:	
Placement location (Full Address):	
Term Address:	

Section C: Additional costs

Travel	
Accommodation	
Clothing	
Childcare	
Other (please specify)	

Section D: Category of application

Category A	€100 - €250	
Category B	€250 - €350	
Category C	€350 - €500	

Criteria:

- You must not be in receipt of other placement or field-trip awards
- You must retain all receipts for costs incurred and submit clear scanned copies to ug_hardship@tcd.ie
- You must provide backup documentation which will be means tested based on the qualifying criteria for financial assistance
- Not all applications will be accepted if over the cut-off rate which applies for TCD hardship fund.

Documents to be submitted with this form:

Mature Student applicants (over 23 when commencing in College)

P21 for self and spouse/partner if applicable

Evidence of social welfare payments if applicable

3 months most recent bank statements

Dependent student applicants (under 23 when commencing in College)

P21 for self

P21 for parents/guardians

Evidence of social welfare payments, self and parents/guardians

3 months most recent bank statements for self and parents/guardians

All applications are means tested and other backup documentation may be requested to support your application.

Signatures

Applicant: _____

Tutor/Course Co-ordinator/Placement Co-Ord: _____

Date: _____