**The Leathersellers’ Foundation Undergraduate Student Grant Application Form 2024-25 – Offline Version**

**Saving your form (online version only)**

Please register with us by ticking the "Save My Progress and Resume Later" box at the top of the online form. This will allow you to save your application and return to it when you next login. Your application will not be saved if you do not register your email and create a password. You must press save each time you exit the application as **there is no autosave function**.

**Submitting your form**

You must make your application via the [online form](https://leathersellers.tfaforms.net/5080069). This offline form is just to help you prepare your answers in advance. Once you have completed your application form and you are ready to submit it online, don't forget to click the **"Submit"** button at the bottom of the online form.

After you submit your application, you are no longer able to login to amend your form. You will receive a copy of your application to the email address you provided. This will come from [no-reply@formassembly.com](mailto:no-reply@formassembly.com). All communications from the Leathersellers' will come from [studentapp@leathersellers.co.uk](mailto:studentapp@leathersellers.co.uk) - please add both of these addresses to your trusted senders list to ensure you receive all future communications from us regarding your application.

**Timeline**

The deadline to submit an application is **5pm on Thursday 21st March 2024,** and we will then thoroughly assess each one. You will hear from us **by** **4th May 2024** as to whether you have been invited for an interview. In the meantime if anything changes from the below or you need to update any of the information, please contact us at studentapp@leathersellers.co.uk.

**Guidance on completing the form below**

We hope that you find the application form simple to complete. If you have any questions when completing the form, please contact us on [studentapp@leathersellers.co.uk](mailto:studentapp@leathersellers.co.uk).

Any questions with an asterisk (\*) are mandatory and must be completed, and you will not be able to submit unless you provide an answer to that question. For the offline form, multiple choice options are highlighted in yellow so that you can tell what the options are.

Unfortunately, we always receive many more applications than we can support. To give yourself the best opportunity of receiving a grant please take your time to really consider the answers and make sure that you proofread the application to resolve any typos or misunderstandings.

Be as clear as you can, and we look forward to receiving your form.

**Do you meet our criteria?**

**Eligibility Criteria**

Your application will only be considered if you:

**- are going to be studying an undergraduate degree at a UK university in the year 2024-25 (because you are currently studying, or have an offer to do so)  
  
AND**

**- are a care leaver\*, and/or a current or former student of the Leathersellers' Federation of Schools or Colfe's School.**

**Please ensure that you meet the criteria before taking time to complete and submit the form.**

*\*Care Leaver definition: For the purposes of this programme, we define a care leaver as someone who has been the subject of a care order/interim care order or a voluntary agreement (commonly known as a Section 20 agreement), at some point between the ages of 0-18 years old. This includes all 'looked after children' irrespective of immigration status. Care orders granted by the Court and voluntary agreements allow the local authority to assume responsibility of a child's care, either temporarily or until the age of 18 years.*

If none of the below options apply, you will not be eligible, and your application will be rejected.

Please indicate all that apply(\*):

* I am a care leaver, (provide details of local authority and dates of order/voluntary agreement below)
* I am a current or former student of the Leathersellers' Federation of Schools
* I am a current or former student of Colfe's School
* I am a current or former student of both Colfe's School and the Leathersellers' Federation of Schools

If you are a care leaver,   
Please select the Local Authority that issued your care order/voluntary agreement(\*):

If you are a care leaver,  
Please note the dates of your care order/voluntary agreement (these can be years if you do not have the exact dates (e.g. 2015-2017) (\*)  
 **Studying in the UK**

To be eligible to apply for a Leathersellers' student grant, **one** of the following must apply to you. Please select(\*):

* I am a UK citizen or have indefinite leave to remain
* I have the right to remain for at least five years
* I have been granted refugee status
* I have pre-settled status (EU)

**Assessment Criteria**

Your application will be assessed on how well it meets our core criteria:

Can you show a need for financial support to study your course at university and have you exhausted other options?

Are you committed to making a positive impact on UK society?

**About you and your course**

First name(\*):

Surname(\*):

Nationality / Citizenship (hold 'ctrl' to select more than one option) (\*):

Please select (drop-down menu on online form)

Contact email (please do not use a school/college/university email address) (\*):

This email address will be our primary way to contact you during the application process. If possible, please use a personal email address rather than a university email address.

Contact telephone(\*):

Your LinkedIn Profile (if applicable):

Supporting link (if applicable):

*This can be a video, website etc. Please add one link only.*

Current home address(\*):

Postcode(\*):

Home Region(\*):

Please select... (drop-down menu on online form)

If in London/East of England: We are piloting a partnership with the Jack Petchey Foundation this year to increase the number of students we can support. The below is for our records only and will not impact the assessment of your application.

Have you ever received a Jack Petchey Award or been involved in a Jack Petchey Programme (e.g. Speak Out)? If so please provide some details about your involvement and when it took place:

*Max. 3000 characters.*

Where will you live whilst at university? (\*)

Please select...

* In rented accommodation
* In accommodation I own
* With my parent(s)/carer(s)
* With my partner / spouse
* Other (please specify)

*Please select all that apply*

If 'Other', or you can provide more detail, please specify here:

Term time address(\*):

*If this is unconfirmed at the time of application please write "to be confirmed", or if the same as above please write "same as home address"*

Do you have any dependents?(\*)

* No
* Yes - 1
* Yes - 2
* Yes - 3
* Yes - 4+

How did you hear about us?(\*)

If 'Other', or you know the name of the person who referred you, please specify here:

Current enrolment status(\*):

* I am currently studying the course below at university
* I have an unconditional offer to study the course below
* I only have conditional offers to study (please put the details of your first choice university below)

University/College(if your institution is not listed, please contact us at studentapp@leathersellers.co.uk):

Please select... (drop-down menu on online form)

University of the Arts London college (if attending UAL):

Please select... (drop-down menu on online form)

Course name(\*):

Qualification type(\*):

Please select... (drop-down menu on online form)

If 'Other' qualification type, please specify here:

Course category(\*):

Before selecting the course category please refer to the list in this file (file will download when you click the link): for guidance: [Student Grant Application Breakdown of Course Categories Guidance](https://leathersellers.co.uk/wp-content/uploads/2019/08/BREAKDOWN-OF-COURSE-CATEGORIES-GUIDANCE.xlsx).

Please select... (drop-down menu on online form)

If 'Other' course category, please specify here:

If you are yet to start your course and have conditional offers to study at a university, please list the conditions of the offer for your preferred university, as well as the name of the university and requirements of any other conditional offers you hold, below(\*):

*2000 character limit*

Why did you choose to enrol onto this course and this university(\*)?

*2000 character limit*

How would you see your career/studies developing after you complete this course? What are your hopes for the future and how do you think you will be able to contribute to society in the future? (\*)

*2000 character limit*

Course start date(\*):

*dd/mm/yyyy*

*This is the start date for your entire course, not the year you are in currently.*

Course end date(\*):

*dd/mm/yyyy*

*This is the date you will graduate.*

**Personal Statement**

Please tell us why you are looking for support from the Leathersellers - are there particular reasons you are in financial need or feel that your circumstances may prevent you reaching your full potential without additional help? (\*)

*2000 character limit*

Aside from your studies, what are your hobbies, interests and commitments? Please include any charitable, sporting or community work you are involved with and hope to continue to enjoy whilst studying. (\*)

*2000 character limit*

Do you already have a part-time job? (\*)

* Yes – existing job (PT)
* No – hoping for a new job
* No – hoping not to need one
* Other (please explain below)

Other (part time job):

**Academic or Professional Reference**

Please provide an academic/professional reference from an individual who knows you from school, university, a mentoring or access programme, a social worker or personal advisor, or from a job or volunteering role. We are not looking for a personal reference from a relative or friend.

Your reference should be a separate document – if from a school, university or local authority it should be on headed paper -, and should contain a brief statement (max 1 page) explaining:

- how long they have known you

- in what capacity they know you

- why they think the Leathersellers' should consider supporting you with a student grant

- who they are (an email signature can be useful here)

Why do we ask for this? We are looking for a reference that adds something extra to your application, so please consider who is best to ask for this.

Supporting Reference

Upload File (\*)

Name of referee(\*):

Contact email of referee(\*):

We will only contact a small number of referees each year to verify the reference and will delete this contact information after your application has been processed. We will never share the name or email address with any other party.

Education Details

Please tell us about your education to date, any schools, colleges, and universities you have attended, the qualifications you obtained including the subject and the date:

Secondary school(\*):

Please only include the highest level of qualifications you received e.g. A levels, Scottish Highers or Advanced Highers, International Baccalaureate etc.

College:

University:

**Finances**

Please complete your budget on the excel template, available [here](https://leathersellers.co.uk/wp-content/uploads/2023/01/Leathersellers-Foundation-Student-Grant-Budget-Form-23-24-1.xlsx) (file will download when link is clicked), and upload when complete. Please note, if your budget does not show a shortfall, (that you will need more money than you have available in the coming year), you are unlikely to reach the interview stage.

Upload File (\*)

For the following questions that ask for an amount of money as an answer, please enter numbers only - do not use £ signs or commas.

Your completed budget will show you what your annual projected shortfall is for 2024-25. Please add that number here(\*):

How much of this shortfall are you asking Leathersellers' to fund? (max £5,000) (\*)

Number of years you are seeking funding for (max 4) (\*):

How do you hope to fund the shortfall if the Leathersellers do not make you an award? (\*)

*500 character limit*

**Current debt**

Total Student Loans taken for previous degree courses (the amount still needing to be repaid) (\*):

Student Loans you have already taken and spent for this course(\*):

Bank loans that you have already taken and spent(\*):

Current bank overdraft owed(\*):

Professional Career Development Loan(\*):

Any other existing loans or credit cards that you owe(\*):

Total Outstanding Debt (this will calculate automatically)

**Employment History**

Please provide details of any employment you have had in the last two years (up to 4 positions held):

Position 1: Role and Organisation/Company:

Position 1: Dates:

Position 2: Role and Organisation/Company:

Position 2: Dates:

Position 3: Role and Organisation/Company:

Position 3: Dates:

Position 4: Role and Organisation/Company:

Position 4: Dates:

**Additional Information**

Is there anything else that you would like to tell us that you haven't had the chance to?

*2000 character limit*

**DEI**

The Leathersellers' Foundation is committed to a policy of equal opportunities for all grant applicants. We recognise it is unlawful to discriminate against anyone on the grounds of a protected characteristic as established in the Equality Act 2010. As well as honouring our legal obligations, we welcome the benefits a diverse student population brings in our mission to improve social mobility. We are asking the questions below to have some overall data to understand the profile of who applies to us and how reflective that is of the people who succeed. Your answers below will be separated from your application before it is assessed, and will have no bearing on the outcome of the application. We will not publish any of the data related to individuals but will use the overall figures internally to consider ways to improve our process and may potentially share the headline figures on our website or in our reports to demonstrate to future candidates that we are an inclusive funder.

Date of birth(\*)

What best describes your gender? (\*)

* Female
* Male
* I prefer to self-describe as below:
* I prefer not to say

Self-described gender:

The Equality Act 2010 generally defines a disabled person as someone who has a mental or physical impairment that has a substantial and long-term adverse effect on the person's ability to carry out normal day-to-day activities. Do you consider yourself to have a disability under this definition? (\*)

* Yes - physical
* Yes – mental
* Yes – both physical and mental
* No
* Prefer not to say

Which of these best describes your ethnicity(\*)?

Please select... (drop-down menu on online form, includes an option for “Prefer not to say”)

Ethnicity (other):

Which of these best describes your religion and beliefs(\*)?

Please select... (drop-down menu on online form, includes an option for “Prefer not to say”)

Religion and belief (other):

**Data Protection**

Information provided by you on this application form will be kept by the Leathersellers' Foundation and the Leathersellers' Company (or any person, company or third party working for us) for the purposes of processing this application, monitoring and reporting on the Student Grants programme. For more information on how we collect, process and share your personal information please see our Privacy Notice. You have certain legal rights in respect of the personal information that we hold about you, including the right to request a copy of your personal information. If you have any questions about the way we use your personal information, or if you wish to access, update or correct your personal information, please contact us at studentapp@leathersellers.co.uk

I confirm that the information contained on this application form and submitted with the application is complete and correct. I understand that if I knowingly provide false information, any award may be withdrawn. I consent to the use of this information as outlined above.

I agree (\*)  
  
**At this point, press Submit on the** [**online form**](https://leathersellers.tfaforms.net/5080069)**. If you do not do this, we will not receive your application.**