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| --- |
| Name: |
| Age: Place of Birth: Nationality:  |
| Home Address: |
| Schools Attended: |
| Length of Time Lived in Merseyside: |
| Course Title: |
| University: Faculty/Department: |
| Full or Part Time Study: |
| Start Date: End Date: |
| Academic Performance [state your most recent results at university]: |
| Funding Applied for [ please tick]:Undergraduate Bursary: Postgraduate Scholarship: |

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| **Personal Circumstances:** Reason for seeking financial assistance from Holt Education Trust *(It is important that you give a short explanation of exactly why you need help from the Trust).* |
| **What do you intend to spend the grant on?** *Please provide a breakdown of expenditure and include a summary of the programme of study intended i.e. placement, internship, conference, research project and if relevant dates when travel plans need to be confirmed* |
| **How will this activity enhance your academic studies and benefit your development?** |
| **Additional Supporting Information:**  |
| **Career plans on graduation:** |
| Note: on completion of your placement or further study, please supply feedback as to how the grant has helped you in your academic studies, or what the funding enabled you to do and its benefit on other people [1-2 sides of A4]. You may supply photographs if this is helpful |

I confirm that the information included in this application is correct and that I have not knowingly omitted any important details. I give authority for Holt Education Trust, at its discretion, to obtain information from my university, confirming my enrolment on the area of study stated.

**Signed……………………………………………………Date………………**

To be eligible for consideration, remember to attach an academic reference from your tutor and a copy of your transcript to support your case for funding.

**1 Background information**

The Holt Education Trust was established in 1915 from an endowment in memory to two prominent philanthropists, Alfred and Philip Henry Holt. Phillip Holt, together with his brother Alfred, founded the highly successful Ocean Steam Ship Company Ltd in 1865. During their lifetimes, the brothers contributed much to education, culture and urban life in Liverpool. The Holt family had a strong social conscience establishing the first high schools for girls in Liverpool at Blackburne House and the Liverpool Mechanics’ Institution, now home to LIPA.

Holt Education Trust is administered by its sister charity, the P H Holt Foundation to further its mission of ‘widening access to education for all ages’. The PH Holt Foundation provides grants to small and medium-sized charities that strive to change lives, whether through community activities, education, the arts, heritage or environmental programmes. In addition, through the designated charity, Holt Education Trust, it makes awards via local universities to provide scholarships to disadvantaged students from across Merseyside.

Together, the Foundation and Holt Education Trust fund programmes that benefit more than 25,000 people annually from all parts of Merseyside.

To be eligible to receive a grant from the Trust, you must be a Merseysider in financial need and pursuing a course of higher education. At present, the Trust is receiving applications from far more people than it can help. Potential applicants therefore need to know that the Trust may be unable to help them. In choosing between different applications, here are some of the guidelines the Trust uses:

***Merseysider*** means someone who has lived for a significant part of her or his life on Merseyside, and still has a home here.

***Financial assistance and need*** means financial hardship in meeting costs over and above normal study and accommodation expenses. Holt Education Trust can help fund study trips, work placements, fieldwork, conference attendance, specialist overseas experience such as ERASMUS or support students undertaking post graduate research. Equally provided the expenditure is an essential part of ensuring that you can participate in or sustain a placement we can help towards travel and accommodation costs whilst you are on placement. We are unable to pay for general day to day travel and living expenses to and from campus.

**How to apply**

Requests by completion of the Student Application Form. Please try to complete the form in a way which helps us understand your reasons for applying. You can use narrative or bullet your points to answer the questions concisely. The following is guidance on completing the form:

***Academic Achievement*** tell us about examination results and assessments which you think important to support your application. We do not require details on secondary level qualifications.

***Personal circumstances,*** ***reason for seeking help***, the most important point is that you need to write a short statement about exactly why you need financial assistance. We do not want you to exaggerate, but please also try to avoid under-estimating how much help you need! Don’t forget to include details of any dependents you may have; the support you receive from your family or other bursary funds you have been awarded.

**What will the grant be spent on,** give us an indication of how much your activity will be as it is much easier for us to assess your application. A simple breakdown of the costs.

**Enhancing studies,** we would like to see how what you propose will benefit your future, which is also why we request a reference from your tutor to support your request for support.

**Additional Information,** this section can be used to provide any additional information you feel we should know in support of your bursary or scholarship request. If you have financial or other difficulties i.e. a disability that requires additional support, are a principal carer etc you should indicate on the form under ‘Additional Information’. Please try to explain your circumstances clearly; we cannot always be sure that we understand fully unless you give us an explanation. All the personal information you include on the application form is treated confidentially by the Trust and is never released to a third party or external agency

 **Please remember to send a reference from your tutor with the completed application and details of your academic achievements whilst at University such as a one page transcript; otherwise, we are not able to consider your application. We do not require any other supporting information.**