**ST. JOHN’S COLLEGE**

**APPLICATION FOR FINANCIAL ASSISTANCE**

**Before applying, students must have exhausted all other funding avenues available to them unless there is a good reason why this is not the case. This could include the US Federal Loans, Student Finance tuition and maintenance Loans, Master’s or Doctoral Loans, and benefits such as Disabled Students’ Allowance.**

**The Fund can help to alleviate financial hardship. However, it is not intended to provide core funding (either fees or maintenance) for graduate students who were underfunded at the start of their course. Support may be considered for graduate students who have encountered financial difficulties through unforeseen circumstances. It is expected that all students will have made reasonable provisions for themselves and any dependents before beginning their Oxford course.**

1. Please complete both pages of this application form and sign the declaration at the bottom of this page.   Please submit all bank statements for the last three months in support of your application.
2. Please include the total amount of income you will receive for the full academic year from 30th September.
3. In completing the form, you may find it useful to consult the University’s webpage on ‘Fees and Funding’ (<https://www.ox.ac.uk/students/fees-funding?wssl=1>). There is useful information here on average living costs in Oxford (see the ‘Living Costs’ tab) and on the other University hardship funds that you might consider.
4. The form should then be passed to me or, in my absence, the Fellow for Welfare. You may also send it to any other member of the Hardship Committee if you do not wish me to see it.
5. I will then check the details of your application with the college Finance Manager or Finance Bursar.
6. Once this check has been completed, I will send it to members of the financial Assistance Committee for their views. I will let you know the decision as soon as I can. If you are unhappy with the decision reached, you should write to me and I will inform the rest of the Committee.
7. Your identity will be kept strictly confidential by the members of the Committee. However, you do have the right to remain anonymous. If you wish to do so, please let me know and I will have your name removed from the copies of the application and any supporting documents before circulating them.
8. The Financial Assistance Committee comprises the President, Principal Bursar, Senior Tutor, Fellow for Welfare, Fellow for Access, the Senior Dean, and, where relevant, the Tutor for Graduates.

Prof. Katherine Southwood, Fellow for Welfare

**DECLARATION**

**I certify that to the best of my knowledge what follows is a true statement of my income from all sources, and of my necessary expenditure for this academic year.**

Name in Capitals:

Signature:

Date:

**ST. JOHN’S COLLEGE**

**APPLICATION FORM FOR FINANCIAL ASSISTANCE**

|  |  |  |  |
| --- | --- | --- | --- |
| Name in capitals: |  | Student Battels Number |  |
| PG/UG |  | Year of Study |  |
| Subject |  |  |  |
| Please describe why you are applying to this fund: |

**Financial Information**

1. **Present financial situation:**

1. Outstanding battels (with due date for payment);
2. Bank overdraft;
3. Any other debts (excluding student loans); and
4. Any available savings.

1. **Expected income for the current academic year:**
2. Grants, scholarships etc;
3. Student loans;
4. Family support;
5. All earnings from employment:
6. Support from University Hardship funds:
7. Any other income (please specify):

**Total income:**

1. **Expected expenditure for the current academic year:**
2. Food:
3. Accommodation:
4. Personal items:
5. Social activities:
6. Study costs:
7. Any other expenditure (please specify):

**Total expenditure:**

**Income minus expenditure:**