

# Application Form Instructions

## 1. Proof of Household Income:

The following **Proof of Household Income** Documentation relating to 2018 **must be supplied** when applying.

**If you are under 23 years of age on application:** Household income refers to both your parents and your own income.

**If you are a Mature Student (over 23):** Household income refers to you and whoever is in your household (parents if living at home or partner if you are living with a partner).

**Only the following Proof of Income types can be accepted:**

Income Type	Supporting Document
Department of Social Protection	DSP statement listing all payments and number of weeks received in 2018
Self-Employment/Farming Income/Rental Income	Notice of assessment for 2018
Employment	Copy of P21 for 2018
Redundancy Payment	RP50 (all pages)
Retired with Private Pension	Private pension provider statement

### PLUS

<b>SUSI</b>	<p>If applying for the Bursary as a SUSI applicant (rather than a social-welfare recipient) you must submit the full SUSI letter including reckonable income sheet, <b>when</b> your SUSI application has been approved for 19/20.</p> <p>All of the six successful recipients must supply proof of qualifying for the Special Rate of SUSI by next September.</p> <p>Please note that SUSI opens for applications on 01/04/2019 and early application is recommended if applying for the 1916 Bursary</p>
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Applications can only be provisionally assessed when supporting income documentation is received and this must be received by 5pm on 5<sup>th</sup> July 2019

## 2. Bursary Target Groups:

Proof of belonging to target groups must be provided – i.e: letter from TUSLA, Travellers Group, DSP Lone Parent/Disability, legal status in country or letter from refugee support groups, results from FE/PLC programme etc.

## 3. Medical Card:

Include copy of medical cards of all persons ticked as having valid medical card

## 4. Personal Statement:

Provide any additional information that will assist in the assessment of your application

## Queries:

E-mail [studentservices@gmit.ie](mailto:studentservices@gmit.ie) or phone 091-742118 or 091742392

## Closing Date:

5pm on the 5<sup>th</sup> July 2019

## Applications to be sent to:

Fund Administrator, Student Services, GMIT, Dublin Road, Galway

## 1916 Bursary Application Form 2019-2020

### PERSONAL INFORMATION

Name:			
Home Address:			
EIRCODE: (compulsory)		Date of Birth:	___/___/___
E-mail Address:			
Phone Number:		CAO Number:	

Name and Location of Primary and Secondary Schools attended. Tick box if DEIS school

Primary School Name Location		
Secondary School Name Location		

### GENERAL INFORMATION

Please tick boxes as appropriate (Applicants must belong to one of these categories to be eligible to apply for the 1916 Bursary). (Proof of income to be supplied)

Based on household income for 2018, I should qualify for the Special Rate SUSI grant	I am in receipt of a DSP means-tested Social Welfare payment

I have applied to third level as follows: *(tick as appropriate)*

Leaving Certificate Student	HEAR	DARE	Special Case Admission	Further Education & Training	Access/Foundation Course	Mature Student	Part/Time Applicant

Please tick any of the following Bursary Target Groups which apply to you:

From a disadvantaged socio-economic group	
Member of the Traveller Community	
Lone Parent	
In/was in care of the State/TUSLA	
Member of an Ethnic Minority	
Registered with a disability other than a specific learning difficulty	
FET/QQI Applicant	
First Time Mature Student	

What is your highest level of formal education? *(tick as appropriate)*

Primary	Secondary	PLC/QQI-FET/Foundation	Third Level

Please state the occupation of your father and mother (or self and partner if you are over 23)

Father	Mother	Self	Partner

How many dependents live in your home?

Do you and/or your parents/partner have a valid medical card (as of 31/12/2018)?



## PERSONAL STATEMENT Use additional page if required

**Declaration:** I declare that all the information provided is true, complete and accurate.

### **Privacy Notice**

*GMIT values your privacy and recognises the need to process your personal data in a fair, transparent and lawful manner in accordance with the legal obligations as set out in the General Data Protection Regulation (GDPR) and the Irish Data Protection Act 2018.*

*The personal data disclosed to us as part of this application process will be processed for the purposes of the 1916 bursary only. The personal data will be shared with:*

- *the other participating institutions in this Cluster (i.e. IT Sligo, LYIT and NUI Galway) in order to assess your application and process this bursary;*
- *the HEA and Department of Education & Skills (the funders of the bursary) so that anonymised data can be shared by them for the purpose of research, development and evaluation of this initiative.*

*Your data will be held for 10 years in line with statutory requirements.*

*GMIT's detailed student privacy statement is available at <http://www.gmit.ie/general/student-privacy-statement>*

*Please tick the box to confirm that you have read and understood the information above and are agreeable to the terms of this privacy notice.*

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_