

Noel McArdle Education Bursary Application Form	
Personal Details	
Student name	
Address	
Date of birth	
Mobile no	
Email address	
North & East tenant name (if different)	
Tenant account no	

Course Details (current/intended studies. Evidence of course acceptance required.)	
College/Institution	
Course title	
Degree/Diploma	
Course duration	
Current year of course	
Expected completion date	
Where will you stay during your studies? (i.e. home, digs)	

Income & Expenditure (supporting documents may be required)		
	Incoming	Outgoing
Wages		
Social welfare payment		
Maintenance payment		
Income of spouse/partner		
Back to school allowance		
SUSI grant (if received monthly, please multiply by 12 and then divide by 52 to get the weekly rate)		
Other grants applied/secured		

Rent		
Childcare		
Transport costs		
Registration costs		
Exam costs		
Book/material costs		
Other <i>(please specify)</i>		
Other <i>(please specify)</i>		
Other <i>(please specify)</i>		

Reasons for applying for the bursary:	
What career path would you like to pursue after your course?	

Privacy notice & declaration
<p>North and East Housing association is committed to being transparent about how and why it collects and uses the data and to meeting its General Data Protection Regulation obligations. Paper records are stored in a secure area with access on a needs basis only. The information will be shared internally to ensure the application process is executed effectively and will be held as long as we are legally obliged to.</p> <ul style="list-style-type: none"> • I understand the above privacy notice. • I certify that the information and financial details submitted are accurate. I understand that North and East can claim the bursary back if I have supplied misleading or inaccurate information intentionally. • I understand that the bursary is for the current academic year and is not guaranteed for future years.

Signed: _____ Date: _____

For office use only

Date assessed	
Assessed by	
Does the application meet all criteria? (if no, please detail where it has not been fulfilled)	
Has all the supporting documentation been submitted?	

Rejected

Reason	
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Awarded

Amount awarded	
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North & East reserve the right to withdraw this authorisation at any time should these conditions not be adhered to.

Housing Officer signature: _____ Date: _____

Authorised by: _____ Date: _____

The Noel McArdle Education Bursary – Guidelines

The Noel McArdle Education Bursary is a resource that the board of North and East Housing Association started in memory of one of the founding board members, Noel McArdle who sadly passed away in 2012.

For eligible students, the grant is designed to help with the various costs that associated with attending the course, including registration/course/exam fees, books/materials, transport and childcare. Relevant supporting documentation will be required on application.

Criteria

This is a means tested bursary and your circumstances will be assessed at the time of your application. You must supply all relevant documentation required.

Please note that the **bursary cannot be awarded to tenants who have arrears on their rent account**. You must have a clear rent account for a minimum of 3 months before your application can be accepted.

Any post-secondary school course, run by a recognised educational institution, will be considered. The course should be beneficial to your career development and future employment.

Application

The application should be made within 3 months of the course start date. A household (tenant and/or child of tenant living in the home) may avail of the bursary for up to 3 times with a maximum of €500 per academic year.

Applications are accepted twice yearly. **Up to the 31st of January or 30th September** each year. Your eligibility can only be confirmed once the full application has been submitted. Applications are assessed within 4 weeks after the above dates.

Please ensure that your application is fully completed and that all relevant documentation is attached. Your Housing Officer will assist you, if you have any questions regarding the documents required.

Check list:

- Fully completed application form
- Wage slips/social welfare payment receipts
- 3 months' bank statements
- College registration letter & receipt of fees paid to date
- Bus/train/petrol receipts
- Receipts from childcare facility