Short form for support with the cost of a diagnostic assessment (SpLD)

This application form is for home students applying for financial assistance with the costs of a diagnostic assessment who have a household income of £42,600 or less. Your household income will be based on your main student support assessment.

Students who use this form must have had an income based assessment for student support from Student Finance England/Wales/Northern Ireland, SAAS, or the NHS.

The following groups of students are not able to apply using this form, but must use the main blue application for financial support:

- Any student with an assessed household income of more than £42,600
- Post-graduate students
- EU or International students (please use the yellow form)

As well as completing this form you will need to submit certain pieces of documentary evidence. The documents required are listed on the next page. If you do not submit all of the evidence, the assessment of your application will be delayed whilst we contact you to request the additional supporting documents.

Applications on this form will be assessed for the assessment cost only, up to a maximum of £279. Any award made will be paid into your bank account. We cannot make payments to third parties. We will only be able to make payments once your attendance at University has been confirmed.

If you wish to apply for additional general financial support you must use the main blue application for financial support form.

Answer all the questions, by printing clearly in black ink and by ticking the appropriate boxes.

Return your completed form and evidence to the Student Financial Support Unit, Student Support Hub, Market Square, University of York, York, YO10 5DD. Enquiries should be made to sfsu@york.ac.uk or (01904) 324043.

Student Number

Your Title

Mrs  Miss  Ms

Mr  Other

Your first names (in full)

Your last name (in full)

We will send copies of all correspondence to your University e-mail address. If you would also like a paper copy sent to your registered contact address, please tick here.
You must submit the following documentary evidence with this form. We are happy to accept photocopies but are not able to return documents.

☐ A copy of your student finance notification letter or NHS Bursary award letter.
☐ Up to date bank statements for all of your accounts, including savings accounts. Print-outs from an internet banking service are fine. Cash machine mini-statements are not sufficient.
☐ If you arranged your diagnostic assessment (SpLD) from a test centre outside of the University you will need to provide a copy of your invoice or bill showing the cost and date of the test.

If you are made an award we will pay it directly into your bank account. You must make sure that you have submitted your bank details to the University using this secure webpage:

https://www.york.ac.uk/students/housing-and-money/bank-details/

If you do not submit your details we will not be able to pay you.

Confidentiality
Applications will be processed by staff in the Student Financial Support Unit. It may occasionally be necessary to discuss an application with other members of the University Welfare network. All information given in your application will be treated as strictly confidential.

Data Protection Act 1998
The University of York is a data controller in terms of the 1998 legislation. The Student Financial Support Unit follows University policy in matters of data protection. The data requested in this form is covered by the notification provided by the University under the Data Protection Act. Personal data will be used solely in the department for statistical purposes and electronic records keeping.

The data will not be passed to any third party without your consent, except where the University is required to do so by law. Application forms will be kept for the length of the student’s course plus one year. Any formal enquiries concerning the use of data noted here should be addressed to the Records Manager and Archivist.

Your signature on this form indicates your consent to process this data.

I certify that to the best of my knowledge, I fulfil the following criteria:

☐ I am a home student i.e. not an International student, or an E.U student who is only eligible for support with Tuition Fees from the United Kingdom Government.

I understand that giving false information will automatically disqualify my application and may also lead to disciplinary procedures resulting in possible expulsion from the University. I further undertake to repay any grants obtained by me as a result.

Your name (CAPITALS)  Your signature  Date