

**RREF Hardship Grant**

Reading Real Estate Foundation (RREF) offers a range of financial support to Real Estate & Planning students in the form of bursaries and grants. These bursaries and grants are funded each year by our generous alumni, corporate donors and fundraising events. We also administer a number of named bursaries which offer both financial assistance and, in some cases, the added benefit of contact with and support from the individual or organisation funding them.

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| IMPORTANT! Please read the guidance notes before filling out the form and submitting your application as these will explain the eligibility criteria.* To apply for a Reading Real Estate Foundation hardship grant, please complete this form in full and return to the RREF via email to RREF-info@henley.ac.uk. All applications are carefully reviewed and **any incomplete forms will be disregarded**.
* For more information regarding the application process please contact us on +44 (0) 118 378 5296. ***NOTE****: All applications remain confidential to the RREF Disbursements Committee.*
* **Final closing date for applications: End of the academic year June 2023**
* **Please note:** You **must** discuss your situation with the **Student Financial Support Office before applying.** Visit the helpdesk in the Carrington building, call 0118 378 5555 or email studentfunding@reading.ac.uk for more information.An appointment may take on average 2/3 weeks to arrange.
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| **Confidentiality and Data Protection** |
| This RREF Hardship Grant Application Form 2022-23 has been provided by the Alumni and Development Department at Henley Business School.This application form will collect specific personal, educational, and financial information.The information collected will be used to assess your eligibility for financial support from the Reading Real Estate Foundation (RREF).All applications will be held in the strictest of confidence and will only be viewed by the RREF Disbursements Committee.The information collected will be periodically reviewed and securely destroyed when no longer needed.If you have any queries or concerns regarding your personal information, then please contact the University Data Protection Officer at imps@reading.ac.uk or 0118 378 8981. |
| **Your Personal Details** |
| **Student number** |  |
| **Student type** | International [ ]  Home/EU [ ]  |
| **Nationality** |  |
| **Title** | Mr [ ]  Mrs [ ]  Miss [ ]  Ms [ ]  Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **First names (in full)** |  |
| **Surname (in full)** |  |
| **Gender** | Male [ ]  Female [ ]   |
| **Date of birth (DD.MM.YY)** |   |
| **Full correspondence address** | Postcode |
| **Contact telephone number** |  |
| **University and personal email address** |  |
| **Course Details (University of Reading)** |
| **Degree** |  |
| **Student type****BSc please indicate year of study** | BSc [ ]  MSc [ ]  PhD [ ] 1 [ ]  2 [ ]  3 [ ]   |
| **Personal Tutor** |  |
| **Have you discussed your situation with your personal tutor?** | Yes [ ]  No [ ]   |
| **Income Assessment**For guidance see <http://www.reading.ac.uk/life/life-moneymatters.aspx>.  |
| **Do you have any existing outstanding loans/debt? i.e. academic (student loan, tuition fee loan), bank overdraft, PCDL, other repayable loans** | Type: | Amount: |
| **Do you have access to an overdraft facility? State total amount available and amount remaining?** | Yes [ ]  No [ ]   | Amount available:Amount remaining: |
| **Do you receive any non-repayable income? i.e. sponsorships, awards, family support?** | Type: | Amount: |
| **Do you have any other repayable income not detailed above?** | Type: | Amount: |
| **Please estimate your family household income in the past year** | £ |
| **Total amount in savings i.e. from previous employment** | £ |
| **Current employment details: please include current employment details and expected income for 2022/23** | Employer details: | Current/expected amount: |
| **Calculate your total income for the academic year 2022/23** | Per month: | Academic year- until July 2023: |
| **Estimated living costs**Please estimate an average month to calculate figures below |
| **Tuition fees**Annual |  |
| **Accommodation per month** | £ |
| **Travel cost, please state type of travel per month** | £ | Type: |
| **Food costs per month** | £ |
| **Cost of other necessary bills per month** | £ |
| **Cost of essential course materials per month** | £ |
| **Do you have any financial dependents? If yes please provide further information (their residence, age)** |  |
| **Other additional costs and outgoings per month not detailed above, please detail** |  |
| **Total outgoings for the academic year 2022/23** | Per month: | Academic year-from date of application until July 2023: |
| **Total deficit for the academic year 2022/23 (Total income minus total outgoings)** | Per month: | Academic year- from date of application until July 2023: |
| **If you have a total deficit for the academic year of over £2000 please explain how you shall expect to fund this, if RREF are not able to support you** |  |
| **Total requested amount from RREF for the academic year 2022/23 (please note this may be the same figure as your calculated deficit)** |  |
| **Personal Statement**Please describe in up to 500 words how this Bursary will benefit you. You may attach this to your application or expand the box below. |
| **Please detail the change in circumstance you have incurred that has warranted you application to the RREF Hardship Grant.** Please provide any further information that you feel is relevant to your application including reasons for deeming your eligibility for financial support from the Reading Real Estate Foundation.  |
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| **Declaration** |
| **By signing below**:* I declare that the information that I have given on this form is correct and complete to the best of my knowledge.
* 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 bursary obtained by me as a result.
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| Your name |  |
| Your signature |  |
| Date |  |

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| **Application check list**Please provide the following, in order to submit your application for consideration |
| Personal statement, written or attached |  Yes[ ]  |
| Signed feedback report from Student Financial Support Office (Carrington Building) or the Students Union Advisors (RUSU) | Yes [ ]  |