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| Greta Dexter Exhibition Bursary 2019/20 | Black master logo |
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| Instituted under the will [1996] of Mrs Greta Dexter, a former student of Birkbeck.Students must be reading for one of the following, in the School of Arts:* a first degree in French Studies or a first degree in which French is one of two principal components;
* a Masters Degree in which French is the only subject of study or is one of two principal components;
* an MPhil or PhD degree for which the research project is concerned with the study of French literature, language or culture.

**Please note** that all students in the categories listed above may apply, but priority will be given to continuing students. |
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| **GUIDANCE NOTES**  |
| Information provided on this form will be used by Birkbeck for the purposes of assessing eligibility and as the basis of selection for a Greta Dexter Exhibition Bursary. All information will be treated in the strictest confidence and used for these purposes only. **COMPLETING YOUR APPLICATION**1. You will be automatically excluded from the selection process if any of the following apply:
* Your form is incomplete or does not have your signature;
* You do not send the correct supporting documents;
* You do not meet the eligibility criteria as stated on the website.
1. You must supply proof of your income and your partner’s income (if applicable) to support your application. Acceptable proof can be:
	* A copy of your P60(s) for the 2018/19 tax year; or
	* A payslip from the 12th month of the 2018/19 tax year, ended March 2019; and/or
	* Proof of Carer’s Allowance.
2. The completed application form and supporting documents should be emailed to dawn.mitchell@bbk.ac.uk.

**DEADLINE FOR APPLICATIONS****Applications must be received by 12 noon Monday 2nd September 2019.**Applications are acknowledged by email, normally within 3 working days of the closing date. If you do not receive an acknowledgement, please check that we have received your form by emailing dawn.mitchell@bbk.ac.uk or telephoning 0207 631 6105.You will be informed of the outcome of your application by email no later than **Friday 13th September 2019.** |
| Greta Dexter Exhibition Bursary 2019/20Application Form | Black master logo |
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| **Part 1: YOUR PERSONAL DETAILS** |
| Your Student ID Number |  |
| Your Full Name |  |
| Your Title (e.g. Mr, Mrs) |  | Your Date Of Birth |  |
| Your Contact Address, including postcode |  |
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| Your Contact Phone Number |  |
| Your Email Address |  |
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| **Part 2: YOUR PROGRAMME DETAILS** |
| Which part-time programme do you intend to study/are you studying at Birkbeck? |
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| How much are the fees for your chosen course in 2019/20? | £ |
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| **Part 3: YOUR EDUCATIONAL BACKGROUND** |
| Please provide details of any previous qualification(s) you hold, including the year(s) obtained: |
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| **Part 4: YOUR STATUS** |
| What is your marital status? | Married | Living with Partner | Single |
| Do you have any children that are financially dependent on you? | YES / NO |
| If YES, give details: | Child’s name | Date of birth | Living with you? |
|  |  | YES / NO |
|  |  | YES / NO |
|  |  | YES / NO |
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| **Part 5: YOUR INCOME DETAILS** |
| Are you in receipt of any of the following benefits? (please circle) | Yes | No |
| Housing Benefit or Local Housing Allowance | Income-Based Jobseeker’s Allowance | Income-Based Employment and Support Allowance |
| Income Support | Universal Credit |  |
| **If you are not in receipt of any of the above benefits:** |
| What was your gross annual income for the **2018-19 tax year**? *(please attach photocopied proof)* |  |
| If you live with a partner, what was your partner’s gross annual income for the **2018-19 tax year**? *(please attach photocopied proof)* |  |
| Are you applying for a Professional and Career Development Loan from a bank? | Yes | No |
| If you have answered “No” to the above question, please state your reason. If you have answered “Yes” to the above question, please state whether or not you have been successful, how much you received and why you are also applying for this Bursary. |
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| **Part 6: YOUR EMPLOYMENT DETAILS** |
| **If you are in paid employment …** |
| … What work do you do? |  |
| … How many hours a week do you work? |  |
| **If you are working as a carer…** |
| … How long have you been working in this capacity? |  |
| … How many hours per week are you working in this capacity? |  |
| … Are you receiving Carer’s Allowance in this role? |  |
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| **Part 7: YOUR SUPPORTING STATEMENT** |
| **Your statement should be typed, no longer than one side of A4 paper, using the font Arial in 10 point**.  |
| The selection panel will attach great importance to your Supporting Statement. Your statement should explain: * Why you wish to study your chosen subject;
* How you hope this degree will benefit your future prospects;
* How you will fund the remainder of your fees and course costs;
* Whether you have applied for any other bursaries/financial assistance from Birkbeck, and whether you were successful, or the date by which you expect to know the outcome of your application.
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| **Part 8: YOUR DECLARATION** |
| Please read the following statement and sign below to indicate your agreement.* I confirm that the information I have provided is correct to the best of my knowledge and I consent to my data being processed for the purposes of selection.
* I have read the Guidance Notes and have enclosed all the relevant documentation.
* I understand that the deadline for receipt of applications is **12 noon Monday 2nd September 2019.**
* I agree, if successful, to assist Birkbeck with the promotion of such bursaries by attending occasions such as award ceremonies and donor recognition events, and provide a written testimonial as to how I have benefitted as a recipient of this financial support.
* I also understand that if, subsequent to being offered a bursary, information I have provided in support of my application is found to be incorrect, Birkbeck reserves the right to withdraw my bursary, and this may also lead to disciplinary action by the College.
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| Your name (in CAPITALS) |  |
| Your signature |  | Date |  |
| **CONFIDENTIALITY**Applications are seen only by the relevant Committee, Funding Advice Service staff and donors who fund student financial support. It may be necessary for additional supporting information to be sought from other university staff in order for the Committee to reach a decision.**DATA PROTECTION ACT 1998**Birkbeck College is a data controller in terms of the 1998 legislation. The Committee, Deputy Registrar and Funding Advice Service follow College policy in matters of data protection. The data requested in this form is covered by the notification provided by the College under the Data Protection Act. Personal data will be used solely in the College for statistical purposes and electronic records keeping.The data will not be passed to any third party without your consent, except when the College is required to do so by law. Any formal enquiries concerning the use of data noted here should be addressed to the Deputy Registrar. |