
Maintenance Grants from the RIBA Education Fund 2009/10

The Royal Institute of British Architects Education Fund (Registered Charity Number 1063625) exists to promote Architectural education for students who would otherwise be unable to complete their course due to financial hardship. The Fund provides maintenance grants towards living costs and more specific costs such as course fees, field trips and equipment.

To be eligible for a grant, students must normally have been UK residents for a minimum period of 3 years before starting their architectural studies and be enrolled on a RIBA Part 1 or Part 2 course of Architecture in the UK. The RIBA Education Fund particularly encourages applications from students in their final years of study or from backgrounds currently underrepresented in the profession (such as ethnic minorities, female students and those with family responsibilities).

The grant is determined on the average national fee rate for UK home students and awarded on an annual basis. Additional maintenance will be considered on the basis of the level of possible parental/spouse support, support from student loans, personal income and other bursaries. Applicants eligible for student loan support, but who have not applied, should indicate why.

Applications from students enrolled on high-fee paying courses (i.e. those charging higher fees than the current maximum national fee rate) will be considered, but any award is unlikely to satisfy the full fee/maintenance claim for studying at these schools of architecture. These applicants must indicate where they intend to secure the rest of their required funding if they are to be considered.

Since 31 January 2010 Part 1 and Part 2 students experiencing financial hardship can also make applications for maintenance grants to the RIBA Walter Parker Bursary. Hence, since 31 January all RIBA Education Fund applications made by Part 1 and Part 2 students are automatically considered for a grant from the RIBA Walter Parker Bursary.

Part 1 and Part 2 students can receive only one grant per academic year – either from the RIBA Education Fund or from the RIBA Walter Parker Bursary. If you are a Part 1 or Part 2 student and you have applied to the RIBA Education Fund in 2009/10 session prior to 31 January 2010, please do not re-apply to the RIBA Walter Parker Bursary in 2009/10.

All applications are treated in extreme confidence.

Please complete and return the enclosed application form to:

**The RIBA Education Fund
RIBA Education Department
66 Portland Place
London W1B 1AD**

66 Portland Place
London W1B 1AD UK
Tel +44 (0)20 7580 5533
Fax +44 (0)20 7255 1541
info@inst.riba.org
www.architecture.com

Public Information line
0906 302 0400*

Registered Charity Number 210 566
VAT Registration Number 232 351 891

*call charged at 50p per minute

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(Office use only) Reference No: EF	—	Date received:
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CHECK LIST – please tick the boxes and attach relevant documentation

- Attach a reference letter from your current tutor indicating their support for you as an applicant. If you are a year 1 Part 2 student (and hence you have returned to school recently after a period of work experience), you can attach a reference from your most recent employer.
- Attach a letter from your student loan/grant provider confirming the total loan/grant made available to you in 2009/10 session and outlining how the loan/grant breaks down into a student fees loan/grant and a maintenance loan/grant. An example of such form can be found in Appendix 1 at the end of this application form.
If you have been refused a student loan/grant, please attach a letter from the student loans company confirming that the loan has not been made available to you.
If you are ineligible for a student loan/grant, please explain in your personal statement (section D) the grounds on which your ineligibility has been determined.
- If you are receiving any other scholarships or bursaries, please attach a letter confirming the name of the provider and amount granted to you in 2009/10.
- Please ensure that you have been resident in the UK for at least 3 years prior to the start of your first university course in the UK. Students who have not been resident in the UK for at least 3 years prior to the start of their first university course in the UK are ineligible to apply.

Incomplete applications will not be accepted. Please make sure that you have ticked all of the above boxes before you submit your application.

Additional material such as CVs and bank statements will not be considered.

A. Personal Details (to be completed by the Applicant)	
Title Mr/Mrs/Miss/Ms etc:	
Surname:	
Forename(s):	
Correspondence Address:	
Postcode:	Tel No. (Daytime):
Email:	Tel No. (Evening):
Nationality:	Overseas students date of UK entry:
Have you applied for financial support from the RIBA Education Fund in the past? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If you replied 'Yes' above, please specify what year you applied in and whether your application was successful.	

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Please tick one of the following and complete where appropriate: <input type="checkbox"/> I am a Part 1 student School: _____ Year of study: _____ Full-time/Part-time: _____		
<input type="checkbox"/> I am a Part 2 student School: _____ Year of study: _____ Full-time/Part-time: _____		
State the period(s) for which you are applying for a grant month to month (e.g. Oct 2009 – July 2010): _____		
State the amount of your course fees for the same period: N.B. Please include a copy of your LEA fee assessment with the application.		_____

Please give details of where you intend to live during term time:	Correspondence address <input type="checkbox"/>	Other address <input type="checkbox"/>
	Other (please specify)	

B. Academic and employment history

Please complete this list starting with your current course/job. Give full details of all qualifications including the course you are currently following. In the case of employment, please give dates and details of gross salary earned.

NAME OF EMPLOYER OR ACADEMIC INSTITUTION & COURSE	DATES OF EMPLOYMENT OR DEGREE	ACADEMIC GRADE / SALARY (IF APPLICABLE)

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C. Financial Resources (to be completed by the Applicant)	
Please list total financial resources at the beginning of the period in which application is being made.	
	Indicate per month or period specified (£)
1. Student loan/ grant	
2. Personal Income: Anticipated earnings (if applicable) during period of application	
3. Personal Income: Anticipated unearned income during period of application (i.e. interest from savings, support from relative or other source)	
4. Scholarships / bursaries	
5. Savings	
Total financial resources for the period of application	

D. Personal statement
<p>Please use this section to:</p> <ul style="list-style-type: none"> - explain the financial hardship you are experiencing; - confirm your commitment to the course and the profession; - explain any circumstances of your student loan which are not included in the documents issued by the student loan company. <p>The statement cannot be longer than 400 words and must be inserted into section D or typed on a separate sheet and attached to the form.</p>

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E. Marital and dependants details:	
If unmarried and under 25 at the time of submitting this application, this section should be completed by your parent or guardian. If you are married or cohabiting regardless of your age, your spouse or partner should complete this section.	
Title Mr/Mrs/Miss/Ms etc:	
Surname:	Forename(s):
Correspondence Address:	
Occupation:	Relation to Applicant:
Details of dependants, other than Applicant, including Ages:	

Total income of Parents/Spouse/Partner		
		2010
Father's/Spouse's/Partners gross income (including interest on investments)	A	
Mother's gross income (including interest on investments)	B	
Sub-total	A + B	
Number of dependant children (<i>other</i> than Applicant) with dates of birth:		
Number of adults dependant on parent(s) or spouse/partner:		
Income of any dependants (please give details):		
If applicable, signature(s) of both parents or spouse/partner		
1.		
2.		

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DIVERSITY MONITORING QUESTIONNAIRE				
For office use only	Reference No: EF		—	Received:
<p>Completion of this questionnaire is voluntary. Upon receipt of your application this sheet will be detached. It will not be forwarded to the RIBA Education Fund Awards Panel and will not inform their decision on whether to offer you funding. This information is to assist us in aggregate monitoring of the profile of students applying for funding, and those successful in achieving it. For more information on the RIBA's Equal Opportunities policy, please see our website at www.architecture.com.</p>				

Please make sure you read all the categories (listed alphabetically) before ticking the one that applies to you. If you do not wish to complete this questionnaire please tick here

Asian
<input type="checkbox"/> Bangladesh
<input type="checkbox"/> India
<input type="checkbox"/> Pakistan
<input type="checkbox"/> Any other (please specify if you wish)
Black
<input type="checkbox"/> African
<input type="checkbox"/> Caribbean
<input type="checkbox"/> Any other (please specify if you wish)
Chinese
<input type="checkbox"/> Any Chinese background (please specify if you wish)
Mixed Ethnic background
<input type="checkbox"/> White and Asian
<input type="checkbox"/> White and Black African
<input type="checkbox"/> White and Black Caribbean
<input type="checkbox"/> Any other (please specify if you wish)
White
<input type="checkbox"/> Any White background (please specify if you wish)
Any other ethnic background
<input type="checkbox"/> Any other ethnic background (please specify if you wish)

Do you have a disability?
<input type="checkbox"/> Yes (please specify nature of disability if you wish)
<input type="checkbox"/> No

Gender
<input type="checkbox"/> Male
<input type="checkbox"/> Female

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For further information

For information on loans, grants, trust funds, university bursaries and other avenues to explore, visit:

- The RIBA website www.architecture.com
- The Student Finance England website www.directgov.org.uk
- The Student Loans Company website www.slc.co.uk
- Career Development Loans www.lifelonglearning.co.uk/cdl
- Universities and Colleges Admission Service website <http://www.ucas.com/students/studentfinance/>
- National Union of Students (NUS) website www.nusonline.co.uk
- Higher Education and Research Opportunities website www.hero.ac.uk

Access Funds

Universities can provide selective help at their discretion through Access Funding to students who have serious financial difficulties. Ask at your university Finance Office for more information.

University Hardship Funds

Some universities have their own funds to support students in financial difficulties. The finance office at your university will be able to help.

Educational Grants Advisory Service

501-505 Kingsland Road London E8 4AU. T +44 (0)20 7249 6636

Citizens Advice Bureau

Contact your local branch or see www.adviceguide.org.uk

The British Council

The British Council offers links to bursaries and scholarships connected to individual universities and nationalities of students.

T +44 (0) 20 7 930 8466 W www.britishcouncil.org.uk

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Appendix 1

Letter from the student loans company containing information about a loan/grant

09 July 2009

Assessment status: **Final**

Name:

Student support number:

UCAS number:

University or College:

Course:

Course Year: 2

TUITION FEES	
Course fee amount as stated on your application	£1285.00
Less grant for tuition fees	£0.00
Maximum loan available	£1285.00
Loan requested	£1285.00
Loan to be paid (this will be paid directly to your university/college)	£1285.00
The amount you need to pay to your university/college	£0.00

MAINTENANCE LOAN	
Basic loan (non-income assessed)	£4536.00
Plus loan subject to income assessment	£1512.00
Less assessed contribution to living costs	£167.00
Maximum loan available	£5881.00
Loan requested	£5881.00
Loan to be paid	£5881.00

If your university or college confirms to you that your course fees are higher than the maximum tuition fee entitlement available to you, you will have to pay the difference directly to your university or college.

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