

Maintenance Grants in Architecture 2009/2010

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.

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

Note: Students applying to the Fund are advised to consult the **Department for Innovation, Universities & Skills**. Information is available from the DIUS website (<http://www.dcsf.gov.uk/studentssupport/>) on funding available for students in a variety of different circumstances (e.g. students with disabilities, mature students, students with children or other dependants, etc).

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Please read all the information carefully *before* completing the application form. Incomplete application forms will delay the application process.

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

▪ The completed application form must be accompanied by:

- A reference from your university tutor indicating their support for you as an applicant;
- If returning to studies from a year in employment, a reference from your most recent work placement supervisor indicating their support for you as an applicant;
- If you are not yet on a course, a letter confirming the offer of a place;
- A copy invoice from your academic institution confirming the amount of fees requested for the academic year in which funding is being sought;
- If applicable, a letter from the Student Loans Company indicating why you are not eligible for a Student Loan.

NB: 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):
Marital status:	Nationality:
Place of Birth:	Date of Birth:
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, was your application successful:	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
Academic year:	

School of Architecture at which the Applicant is registered / has been accepted:	
Name of the course:	
Start and End date of the course:	
If previously at a different school please state name and dates attended:	
Academic year of course in October 2009 (e.g. 3 rd , 4 th etc):	
Are you studying full-time or 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.	

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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 chronologically (i.e. the most recent entry should come first). 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	DATES OF EMPLOYMENT OR DEGREE	SALARY (IF APPLICABLE)	ACADEMIC GRADE (IF APPLICABLE)

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	
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	

Important: Please enclose a copy of your LEA Fee Assessment / Invoice with this application.

If applicable, please give details of scholarships referred to in Section C.4:

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If applicable, please indicate why no Student Loan is available.

D. Personal statement

This section is for you to provide any further details about your personal history or circumstance that you feel may be relevant to your application. This should be typed in the space below or attached as an A4 sheet. Please also give some indication of your architectural and academic commitment to date and how you feel a grant from the RIBA will assist you in your studies. Applicants are welcome to attach further sheets (A4 only) if necessary.

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E. Declaration (to be signed by the Applicant)	
I, (give full name)	do solemnly declare that the information in Parts A, B and C are to the best of my knowledge correct in every respect
Signature of Applicant:	
Name of Witness:	
Signature of Witness:	
Date witnessed:	
Address of Witness:	
Occupation:	
Please note: Witness must be a Justice of the Peace, Minister of Religion, Police Officer, Established Civil Servant or any other professionally qualified person such as a teacher or an architect.	

F. Marital and dependants details:	
If unmarried and under 25 at the start of the academic year (i.e. 1 st September for courses starting in the Autumn) 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		
Please complete boxes in Column 1 in respect of year ending 5 th April last. In Column 2 please complete anticipated figures for year ending 5 th April next.	2008	2009
Father's/Spouse's gross income (including interest on investments)	A	
Mother's gross income (including interest on investments)	B	
Sub-total	A + B	
Father's/Spouse's Occupation		Mother's Occupation
Number of dependant children (<i>other than Applicant</i>) with dates of birth:		
Number of dependant adults (<i>other than spouse</i>) dependant on parent(s) or spouse:		
Income of any dependants (please give details):		
If applicable, signature(s) of both parents or spouse		
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

Sex
<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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