

Student Assistance Fund Guidelines 2020/2021

What is the Student Assistance Fund?

The Student Assistance Fund is intended to support students whose participation in higher education would otherwise be at risk as a direct result of financial difficulties. The Student Assistance Fund is co-funded by the Irish Government and the European Social Fund under the Programme for Employability, Inclusion and Learning 2014-2020.

The Student Assistance Fund records are kept strictly confidential.

Am I Eligible to Apply?

- You may apply for funding if you are a full-time or part time student, registered with St Angela's college, participating on a third level course of at least one year, leading to a higher education award (NFQ level 6-10).
- Students on courses that do not lead to a higher education award are not eligible for SAF.
- International students who are not eligible for EU fees are not eligible to apply for funding
- PhD students are funded for years 1-4
- The aim of the Student Assistance Fund is to provide financial help to students experiencing acute or unexpected financial hardship.
- You can apply once for the funding in 2020/2021 (October or January – see dates on website). You may apply a second time to the Fund if your circumstances change and you find yourself in financial difficulty.

You can apply for funds to help you pay for:

- Books and other class material that are required to enable students to continue and participate in teaching and learning and/or complete examinations
- Rent, heating and lighting bills and other utility bills e.g. broadband costs, mobile phone data plans, that are required to enable students to continue and participate in teaching and learning and/or complete examinations
- Food
- Essential travel
- Childcare costs
- Medical costs
- Family difficulties e.g. bereavement
- Other financial emergency or difficulty

Students who have been impacted financially by Covid 19 are eligible to apply for financial help. You must provide evidence of your financial difficulty due to the pandemic.

How do I Apply?

- Complete an application form for the Student Assistance Fund – can be downloaded from the **college website** on the Student Services webpages.
- Meet with the Student Services Officer Una Roberts to ensure your application is complete (Aras Brid Room 29, second last office on the right down the corridor from Reception)
Please book an appointment by emailing uroberts@stangelas.nuigalway.ie
- You can apply once for the funding in 2020/2021 (October or January). You may apply a second time to the Fund if your circumstances change and you find yourself in financial difficulty.

Enclose all relevant documentation with your application –

Your own documents:

- Expenditure Receipts pertinent to your application e.g. Rent, Food, Academic Materials, Childcare, Heat, Electricity. Please note only costs associated with attending or studying on your course will be considered.
- Bank Statement showing at least 6 weeks of current transactions
- Confirmation of applicants income (P60, P21 or payslip)
- Confirmation of Social Welfare payment to applicants
- Details of grant
- Copy of Medical Card
- Verification of Student's Mortgage if applicable
- Your spouse/partner's income details / social welfare payments

Your parents/guardians documents:

- Confirmation of parents/guardians income (P60, P21 or payslip)
- Confirmation of Social Welfare payment to parents/guardians

What Happens to my Application?

- All completed applications are brought before the Welfare Committee (College Registrar, Access Officer, Student Union Welfare Officer, and Student Services Officer) to allocate funding.
The deadlines for applying to the Fund are 28th October 2020 and 28th January 2021.
- The Committee may require further clarification or interview in relation to aspects of the application
- Applicants will receive email notification on the decision of the Committee as soon as possible. Successful applicants will be emailed to collect their cheques from Student Services. Students must sign for cheques as this receipt is required for audit purposes.
- Please note - **Funds are limited – not all applications are awarded funding. The Student Assistance fund is a means tested fund**



Ireland's European Structural and Investment Funds Programmes 2014-2020

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