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| **Part 1** |  |
| **Applicant’s Name:** | **Student Number:** |
| **Are you Fully Enrolled?** | **YES NO** |
| **Do you have a valid Student ID?** | **YES NO** |
| **Undergraduate?** |  |
| **Postgraduate?** |  |
| **Are you in your Final Year?** |  |
| **Full-Time** |  |
| **Part-Time** |  |
| **Part 2** |  |
| **Why do you need an Emergency Loan?** |  |
| **Please explain your circumstances** |  |
| **How much do you need? (£100 - £250)** |  |
| **What will you use this loan for precisely?** |  |
| **What are your main sources of income?**  **UG – Maintenance Loan?**  **PG – Research Funding? etc**  **Part-Time Work?**  **Financial Support from Family / Partner?**  **No Income? (If you have no sources of income, a Loan may not be the correct course of action)** |  |
| **Any Other Sources?** |  |
| **Part 4** |  |
| **Have you had a previous Emergency Loan?** | **YES NO** |
| **Do you have an outstanding loan?** | **YES NO** |
| **Has it been repaid?** | **YES NO** |
| **Was it repaid on time? (one month loan repayment)** | **YES NO** |
| **Part 5** |  |
| **When can you repay the loan? (DD/MM/YYYY)** |  |
| **Do you regularly experience cash flow problems?** | **YES NO** |
| **Have you seen a Student Funding Welfare Advisor?** | **YES NO** |
| **Have you approached your family &/or friends for help (before requesting this Emergency Loan?** | **YES NO** |
| **If not, why not?** |  |

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| **Confidentiality - Data Protection Act (2018)**  UCL’s privacy notice sets out how any personal data we collect will be processed.  The full notice can be found [here](https://www.ucl.ac.uk/legal-services/privacy/student-privacy-notice).  I consent to the information provided in this application being processed by the UCL Student Funding Office for the purposes of determining my eligibility for financial support. I also consent to the information I have provided being shared with other UCL departments for information verification purposes, including my academic department, the Accommodation Office and the Student Support and Wellbeing team.  Your data may also be included in statistical returns that UCL is obliged to make to the UK Government and its agencies.  You may withdraw your consent to share information with UCL Student Funding at any time by emailing [studentfunding@ucl.ac.uk](mailto:studentfunding@ucl.ac.uk). Please note that this may result in your application being withdrawn if we are no longer able to determine your eligibility for support. |

**student DECLARATION**

**Your application will not be valid unless this section is signed and dated:**

*By submitting this application to UCL on:*

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*(Submission Date – DD/MM/YYYY)*

*I,*

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|  |

*(Print Name)*

*Declare that:*

* *I have read and understood the Confidentiality and Data Protection statement*
* *I understand that my application is valid only if all required information is provided and all required additional documents are enclosed and that the information provided is accurate and correct;*
* *the information I have provided is accurate and true to the best of my knowledge;*
* *I understand it will be considered a disciplinary offence if I knowingly provide false or incomplete information and I agree to repay in full any award obtained by me as a result.*
* *If required, I authorise the Student Funding Office to discuss my application with a Student Funding Advisor in order to provide full assistance with my circumstances.*

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*Signature*

**Please submit your application by emailing this form to** [**studentfunding@ucl.ac.uk**](mailto:studentfunding@ucl.ac.uk)