



## **Humanists UK Ceremonies Training Bursary**

### **Application guidance**

#### **The ceremonies training bursary scheme**

Individuals from under-represented groups, who may not otherwise be able to afford to train with us, may qualify for a bursary. The bursary is a sum of money that we discount from your training fee. The amount awarded will depend on your circumstances.

#### **Making an application**

To be eligible for a bursary award you must:

- be a resident of the UK or Northern Ireland
- be over 18 years of age
- have passed a ceremonies training screening interview, or been told you have passed the application stage. You do not need to have been offered, or to have accepted, a place on a course at this point, only to have been told that you have passed the interview to join a course in the future.
- be able to demonstrate that you are experiencing financial hardship and cannot afford the training fees without some financial support
- be able to provide documentary evidence to support the requirement above

If you believe you might be eligible for a bursary, you should submit a training application form, available from the ceremonies bursary web page, at the time of applying for training.

You will need to provide information about and evidence of your financial circumstances, as part of the bursary application process.

#### **How much money might be awarded**

Bursaries are awarded according to need, from 10% of the training fees. The maximum that could be awarded would be 90% of the training fees. Applicants would have to pay the remaining amount and would also be responsible for the indirect costs associated with training, such as travel to the training venue.

#### **Evidence that you will need to provide**

We may ask to see documentary evidence of claims you make on your bursary application form regarding your income and expenditure. Evidence we could ask to see

might include P60s, payslips, self-assessment tax returns, tenancy agreements, bank statements, council tax statements, loan or credit card statements.

### **How the bursary is awarded**

We will review your application and let you know if you have been successful or not. If we decide that we need more information, we will arrange an online interview. If you do qualify for a bursary, we will write to tell you how much you are being awarded. The amount will be noted on your application record so that the discount can be applied when we offer you a place on a course.

Not all applications are successful and we cannot guarantee you will be awarded a bursary.