# Humanists UK celebrant training bursary application form

**Personal details**

| Full name |  |
| --- | --- |
| Address and postcode |  |
| Date of birth |  |
| Email address |  | Daytime phone number |  |
| Humanists UK membership number (if known) |  |  |  |

**Eligibility criteria**

To be considered for a bursary you must be able to answer YES to each of the following questions. If you are not able to say YES to each of these questions, you will need to delay applying for a bursary until you can do so.

*Please delete as appropriate*

| Are you a resident of the UK or Northern Ireland? | **Yes / No** |
| --- | --- |
| Are you over 18? | **Yes / No** |
| Are you a member of, or have you applied for membership to, Humanists UK?  | **Yes / No** |

**Your bursary request**

We ask the following questions to help us understand how much financial support you may need. Please note that we are only able to award bursaries as a *contribution* to the fee for a single training course. Course fees are published on the celebrant training pages of the website.

| Please state the amount of financial support you are hoping for.  |  |
| --- | --- |
| If you are not granted a bursary, will you be able to fund the training yourself? |  |

**Confidential Statement of Financial Circumstances**

(Please see note on our Data Protection Policy, at the bottom of this document)

Please give details of your financial circumstances and explain why you are experiencing financial hardship. We may ask to see documentary evidence of any claims you make regarding your income and expenditure. It will speed up the process if you can provide this at the same time as submitting this application form. All information provided here will be treated in the strictest confidence, as will all evidence provided to support your claims.

**Income**

| **Give total figures for the last 12 months. Use gross income before deductions.**  | **State amount**  | **Indicate if documentary evidence is being submitted with application** |
| --- | --- | --- |
| Total gross annual income for the last 12 months? | £ | P60 / tax return / payslip |
| Bonuses received | £ |  |
| Pension received  | £ | state whether annual or monthly |
| Income from property | £ | Signed tenancy agreement |
| Bank or building society interest received | £ | Last 3 months statements |
| Any other investment income received | £ | Valid supporting documents |
| Separation or maintenance allowance received | £ |  |
| Any other income or financial assistance not included above  | £ |  |
| **Annual total income for last 12 months** | £ |  |

**Income from benefits**

| **Give total figures for the last 12 months.**  | **State amount** | **Are benefits paid to you weekly, monthly or annually?** | **Indicate if documentary evidence is being submitted with application** |
| --- | --- | --- | --- |
| Housing Benefit | £ |  |  |
| Working tax credit | £ |  |  |
| Child tax credits | £ |  |  |
| Jobseeker’s Allowance | £ |  |  |
| Income Support or Universal Credit | £ |  |  |
| Personal Independence Payment or Disability Living Allowance | £ |  |  |
| Any other benefits not listed above (e.g. Carers’ Allowance, Council Tax reduction) | £ |  |  |
| **Annual total of all benefits for the last 12 months:** | £ |  |  |

**Assets**

| **Type of bank / building society** | **Balance** |
| --- | --- |
|  | **£** |
|  | **£** |
| **Type of investment (i.e. ISA, bonds, stocks and shares** | **Balance** |
|  | **£** |
|  | **£** |
| **Property (give address)** | **Mortgage amount outstanding** | **Estimated value of property** |
|  | **£** | **£** |
| **Vehicle (make, model, year)** | **Loan amount outstanding** | **Estimated value of vehicle** |
|  | **£** | **£** |

**Expenditure**

| **Give total, whole figures for the last 12 months.**  | **State amount**  | **Indicate if documentary evidence is being submitted with application** |
| --- | --- | --- |
| Mortgage payments | £ | Current mortgage statement |
| Annual rent  | £ | Tenancy / rental agreement |
| Annual council tax  | £ | Council tax statement |
| Credit card / loan repayments  | £ | Statements |
| Maintenance payments  | £ | Copy of Court Order or agreement |
| Any other large outgoings not included above (e.g. car maintenance, child care, clothing, holidays, recreation) | £ |  |
| **Annual total expenditure for last 12 months** | £ |  |

| **Additional information** Tell us about anything which may affect the way we assess you for a bursary, such as significant changes in income or outgoings for the coming year (e.g a planned retirement). |
| --- |
|  |

**Please read and confirm that you have understood the following:**

1. I understand that Humanists UK may contact me to ask for verification of any of the financial information I’ve given. This could include P60s, payslips, self-assessment tax returns, tenancy agreements, bank statements, council tax statements, loan or credit card statements.
2. I declare that to the best of my knowledge and belief all the details given above are true, and I have provided a complete statement of my total annual income from all sources and assets. I will notify Humanists UK of any change in my financial circumstances after signing this form.
3. I understand that giving false information may disqualify me from the bursary scheme.

I, …………………………………………., understand all the above, and would like to apply for a Humanists UK celebrant training bursary.

Date: ………………………

**Please return this form by email to** **ceremonies-recruitment@humanism.org.uk**.

**Data protection policy**

The information provided by the applicant will be used and stored in line with the terms of our [privacy policy](https://humanism.org.uk/privacy-policy/). The information will not be shared with anyone who is not employed by Humanists UK as a staff member, and is required solely for the purpose of assessing an applicant’s entitlement to support with the celebrant training fees at Humanists UK. We will retain your bursary application form for no longer than is necessary, and not normally for more than one year after we have received it.