




## Dependants' Grants - evidence

Childcare Grant 

Parents' Learning Allowance 

Adult Dependants' Grant 

Continuing students 



Students who have children or adults who depend on them financially might be able to get help with the extra costs they have.

When they're applying for this extra help we'll ask them to send additional evidence so we can make sure they get all the student finance they're entitled to.

For more information about the evidence we ask all students to send when they're applying for student finance see the Evidence factsheet.



## Childcare Grant



### **Evidence of child's identity**

A photocopy of each dependent child's birth certificate, adoption certificate, passport or certificate of naturalisation.

### **Evidence that the child depends on the student**

A photocopy of the student's most recent Tax Credit Award Notice, Universal Credit Award Notice or Child Benefit letter. This must be in the student's name and list each of their dependent children.



## Parents' Learning Allowance



### **Evidence of the child's identity**

A photocopy of each dependant child's birth certificate, adoption certificate, passport or certificate of naturalisation.

### **Evidence that the child depends on the student**

A photocopy of the student's most recent Tax Credit Award Notice, Universal Credit Award Notice or Child Benefit letter. This must be in the student's name and list each of their dependent children. It should be dated no more than one year before the date of application or start of their course, whichever is earlier.

If the child doesn't live with the student but is still financially dependent on them, they should send photocopies of evidence to show this, for example evidence of Child Support Agency payments, payments to ex-partner or a solicitor's letter/ legal papers confirming shared custody agreement.

For dependent children over the age of 20 who are still in full-time education, students should send a letter, on headed paper, from the school, college or training organisation confirming the child's attendance.

Students who have dependent children who are no longer in education should send a letter explaining why their child is still dependent on them. Decisions will be made on a case by case basis.



## Adult Dependants' Grant



Students who are applying for Adult Dependants' Grant for their husband, wife, civil partner or partner don't need to send any additional evidence when they complete their application. Their dependant will give financial details as part of the application process. We'll check these details with HM Revenue and Customs. We may contact them later and ask for photocopied evidence of the details we've been given.



If the adult dependant is **not** the student's husband, wife, civil partner or partner, they'll be asked to send evidence of any taxable income they had in tax year 2014-15. They should send photocopies of documents like P60s, week 53 or month 12 payslips or a letter from their employer. If the adult dependant's income has dropped by 15% or more since tax year 2014-15 the student should also send a letter giving details of their expected income during tax year 2016-17, we'll contact them to ask for evidence at the end of the year.

## Continuing students



Continuing students who are applying for Dependants' Grants that they've been assessed for in previous academic years won't have to send any additional evidence to be assessed. However, if their circumstances have changed, or they've had another child, they will be asked to send evidence to support this.

At the end of each academic year, students who are continuing on a course they started before 1 August 2013 may be asked to send evidence of their household income and any financial commitments they, or their husband, wife, civil partner or partner have as part of their application. For more information about this see the Dependants' Grants – finalisation factsheet.

