



Educational Trusts and Charities Student Money and Accommodation Advice

Guidelines for applying

Most organisations offering financial support to students have strict criteria as to whom they can give money so it is important to read through the criteria carefully to avoid wasting time applying to inappropriate trusts. If in doubt, phone the organisation to check if they have a contact number to provide this information.

What sort of help can they give?

You must be realistic about the amounts of money you are likely to receive. Charitable money can only supplement other sources of income – you cannot expect to rely on it entirely. Trusts tend to give grants of between £100 to £400 and often prefer to give help to students who are near the end of their course and need the money to finish.

They are not likely to consider giving grants to cover existing debts or loans, or if you started the course knowing you would be in financial difficulties. However, they may be able to help if you can show that your difficulties could not have been foreseen and they will expect you to have examined all other possible sources of income before you apply.

How to apply

Trusts receive more requests for help than they can grant and have to choose between many worthwhile cases, so it is very important to create a good impression when you write to them.

Some trusts have an application form, which should be filled in carefully and all questions answered in full. You should send a covering letter in which you introduce yourself and outline what sort of help you need. Try to be as concise as possible. If they have no application form, send a more detailed covering letter with a curriculum vitae (CV) or life history. Make sure you include all the following information: full name; address; place and date of birth; nationality; marital status and details of immediate family members; education (dates, level and qualifications obtained); employment and professional experience. Give a breakdown of income – including grants, benefits, savings and estimated income from part-time or vacation work, and minimum living expenses – rent, travel, food, etc and any fees. Give the reasons for financial difficulty. It is also helpful to mention why you are doing the course and how you hope to use the qualifications gained.

Asylum-seekers and refugees should also give details of their status in Britain and the location of their immediate family and should include the names and addresses of referees or written references. These should be from a tutor, teacher or someone who knows you well. It is often helpful if one of the referees is a British citizen. Make sure you ask permission from the person before citing them as a referee.

You should be prepared to wait six to eight weeks or longer before you hear anything from the

trust. If you are successful, a letter of thanks to the trust is always appreciated.

Points to remember:

- Be realistic – ask for a reasonable amount
- Give details of any unforeseen circumstances
- Don't leave blank spaces in application forms – if you are unable to answer a question, explain why, on a separate sheet if necessary
- Be honest about any savings or capital you may have
- Mention applications to other charities and the outcome if you've heard anything – this is most important
- Don't be emotional
- Be concise whilst providing sufficient detail
- Write neatly and clearly
- If you receive a grant, write to say 'Thank you'

Useful websites

You might like to check out the following websites:

www.turn2us.org.uk

www.scholarship-search.org.uk

www.charitychoice.co.uk

www.charity-commission.gov.uk

www.nus.org.uk/en/advice/money-and-funding/can-i-get-student-funding-from-educational-charities-and-trusts/

www.princes-trust.org.uk/help-for-young-people/who-else/employment/grants-funding

www.londonmet.ac.uk/applying/funding-your-studies/bursaries-and-grants/supplementary-postgraduate-funding/

www.ukcisa.org.uk/ (mainly for International students)

Useful publications

You might check the reference section of your local library for the following publications:

Educational Grants Directory
Directory of Grant-making Trusts

Grants Register
Charities Digest

How to contact us

Telephone your Student Hub and ask to book an appointment with a Student Money and Accommodation Adviser:

Aldgate Hub – 020 7133 7002; Holloway Hub – 020 7133 7001; Moorgate Hub: 020 7133 7003

Email: advice.studentservices@londonmet.ac.uk

Website: www.londonmet.ac.uk/advice

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