

Important information. Please read prior to completing the ASF / SCF application form on the next sheet

Before applying to an Aston University hardship fund you may find it beneficial to firstly seek advice from a student advisor in the Hub, who may be able to provide a range of financial advice.

The Aston Support Fund and Susan Cadbury Fund provide short-term assistance to Aston University students experiencing unforeseen and short-term financial difficulties. The funds are open to students who are paying Home, EU or International tuition fees to the University.

Awards from the Funds are non-repayable grants. Applications are assessed and awarded through a calculation of your income, expenditure and financial need over the short term.

If you are experiencing long term financial difficulties, or you perceive your current situation as being long term, you are advised to seek advice from the Hub or the Student Union's Advice and Representation Centre (ARC). Aston University hardship funds are not to be relied upon as a source of income, and any applications will be considered in line with any previous applications you have made.

If you wish to continue with your application please complete the separate application form and send it, along with all supporting evidence, to FinancialSupport@aston.ac.uk.

If you have any questions or comments please email FinancialSupport@aston.ac.uk.

Aston Support Fund / Susan Cadbury Fund policy document

The ASF / SCF policy document is here: <http://www.aston.ac.uk/current-students/hub/student-advice/fau/asf/>

This document contains important information regarding what are considered as priority / non-priority debts, priority groups for funding, and the purpose and scope of the Funds.

Supporting information

In order to assess your application we will need to see various pieces of supporting evidence including, but not limited to:

- Bank statements - for all accounts over the last three months
- Student Finance letters for the current (and possibly other) academic year(s)
- Rent / tenancy agreements
- Any other documents pertaining to your application

Upon receipt of your completed application we may ask for further evidence.

Confidentiality

All applications are treated fairly and confidentially.

Right of Appeal

If you are dissatisfied with the result of your application you have the right to appeal within 14 days. Your appeal will be reconsidered by an independent assessor.

State why you are appealing, for example:

- there has been an administrative error;
- the University has not followed the procedure correctly;
- there is new evidence that previously could not be discussed;
- you would like consideration of whether the outcome was reasonable given all circumstances.

Fully explain your reasons for appealing and what assistance you need.

Email appeals to FinancialSupport@aston.ac.uk.