

3. About your disability

Please give full details of the nature and extent of your disability or specific learning difficulty:

You must attach current supporting evidence of the nature and extent of your disability in a letter from an accredited source or a qualified person such as a GP.

If you have dyslexia or a specific learning difficulty you must provide a copy of a recent report from either:

- a qualified psychologist experienced in working with dyslexic adults, or
- someone with a qualification from a professional training course involving assessing adults with dyslexia, such as an OCR Diploma in Specific Learning Difficulties

If your psychologist report was carried out prior to your 16th birthday we will require an additional top up report.

On what date was your disability last assessed?

DD / MM / YYYY

Please send a copy of your assessment

Who carried out the assessment?

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4. Previous Funding

Have you previously applied for Disabled Students Allowance (DSA)?

No ☐

Yes ☐

When did you previously apply?

(Please give the date of each application below)

MM / YYYY

MM / YYYY

MM / YYYY

MM / YYYY

Who did you apply to on each occasion?

(for example, which Local Education Authority was this, or did you apply to the Open University?)

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You **MUST** provide full details of the support you have previously received and the documentary evidence of previous funding. Include a copy of any Needs Assessments you may have previously had.

5. About the equipment you already have

Do you own a computer or laptop?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date purchased	<input type="text" value="DD / MM / YYYY"/>
Do you own a printer?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date purchased	<input type="text" value="DD / MM / YYYY"/>
Do you have access to the Internet?	Yes <input type="checkbox"/>	No <input type="checkbox"/>		

6. Declaration

We cannot process your application for Disabled Students Allowance (DSA) unless every section is fully completed, signed and dated.

If your disability makes it impossible for you to sign the form we will accept the signature of someone acting on your behalf. You must provide a letter bearing the name and address that confirms the person's identity, the fact that they are acting on your behalf and a specimen signature.

- I understand that the NHS Student Bursaries cannot be responsible for meeting the costs of establishing my disability.
- I authorise the NHS Student Bursaries to use part of my Disabled Students Allowance (DSA) to pay for a Needs Assessment in higher education
- I understand that the recommendations in my Needs Assessment will form the basis of my application for DSA
- I authorise the NHS Student Bursaries to confirm to the Disability Officer at my establishment and/or my assessor whether funding for an assessment of need, items of equipment and support has been approved
- I authorise the NHS Student Bursaries to contact the Disability Advisor at my establishment and/or my assessor if further information is needed to support my claim
- I authorise the NHS Student Bursaries to pay the suppliers of equipment and support directly
- I understand that if I do not enrol in training I will be required to refund any advance payment of DSA made to me or my nominated supplier
- I understand that any equipment is to be utilised for my course of study and that the NHS Student Bursaries is not responsible for payment of any repair costs incurred due to misuse of the equipment
- I have provided full details and documentary evidence of all previous claims for DSA
- I will inform the NHS Student Bursaries of any change in my circumstances such as a change of address, course or my disability, including a decision to withdraw from my course of study
- If I am overpaid DSA for any reason I undertake to repay the excess amount
- I understand that if I give the NHS Student Bursaries false information, or fail to give complete information, I may be prosecuted, my application for student support may be cancelled and any future application may be rejected.

Signature of student

Date

Important Notes

- NHS Student Bursaries is registered under the Data Protection Act.
- Because we have a duty to protect the public funds we administer, you agree that we may use the information you have provided on this form and share it with other bodies who administer public funds and other approved third parties who are also registered under the Data Protection Act;
 - to prevent and detect fraud
 - to trace and contact students who fail to inform us of their new addresses
 - to approach students and the next of kin of students , in the case of students under the age of 18, who have outstanding balances due to the Unit and collect overdue repayments via approved third parties

When posting the application please ensure you have:

- completed and signed all the relevant sections of the application form, and
- enclosed photocopies of all relevant supporting documents. **We cannot be held responsible for the loss of original documents.**

Please ensure that the package is weighed and the correct postage is paid as the application form and enclosures may weigh more than the minimum postage cost.

Additional Information - *Please use the space below to give additional information you feel may be useful.*

The fully completed form should be returned to:

DSA Taskforce
NHS Student Bursaries
Hesketh House
200-220 Broadway
Fleetwood
FY7 8SS

For office use only:	Validated by		Date		Checked by		Date	
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OK for N/A:	Yes		No	
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