

**Viking Community Fund –**

**Application for Bursary funding**

Please read the accompanying Guidelines before completing the form.

All sections must be completed.

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| **Section 1 – Application questions** |
| Contact Name |  |
| Address (including postcode) |  |
| Email address |  |
| Telephone | **Home** **Mobile**  |
| Date of Birth |  |
| **Section 2 – Course details** ***Suggested word count for each section is no more than 250 words*** |
| What are you going to be studying? |  |
| What is the name of your course/apprenticeship? |  |
| What stage are you currently at on your course, i.e. first year, final year? |  |
| Why do you need the funding? |  |
| Can you give a breakdown of the costs and any evidence of what you will spend the monies on? (i.e. travel ticket prices, equipment quotes, accommodation agreements, driving lessons etc) |  |
| Have you applied for any other help with funding? If so, please detail. |  |
| Can you detail how the bursary may benefit the local area through your studies? |  |

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| **Section 3 – Referee/Employer** |
| Do you have someone to support your application who is not a relative? Y/N |  |
| Supporting persons’ Name |  |
| Relationship to you? |  |
| Supporting person email address |  |
| Supporting person phone number? |  |

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| **Section 4 – Checklist** |
|  | **Yes** | **No** |
| I have read and accept SCBF guidelines for this scheme and its policies on Equality and Child Protection | [ ]  | [ ]  |
| **I have included the following documents with my application:** |
| Evidence of place on apprenticeship/course | [ ]  | [ ]  |
| Evidence of home address (e.g. driving licence) | [ ]  | [ ]  |
| Other supporting documents | [ ]  | [ ]  |

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| **Declaration**By submitting this application form to SCBF you certify that the information contained in this application is correct. You understand that decisions made by SCBF are final. **GDPR**Personal Data collected through this application will be used for the purposes of administering your bursary and, if successful, it may also be used to promote the SCBF bursary scheme. Further details on how we will use your Personal Data, who we share it with and your rights under GDPR can be found in our [Privacy Statement](https://www.scbf.org.uk/ags) |
| **Signed:**  |  **Date:**  |

Please return completed application form and any supporting documents to SCBF either by

email - admin@scbf.org.uk or by post to:

SCBF Ltd, Bursary Application, Market House, 14 Market Street, Lerwick, ZE1 0JP

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**Do not fill in these sections - For SCBF use only**

Application Reference Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Date Received by SCBF |  |
| Checked by |  |
| Date application considered by panel |  |
| Decision (approve/decline) |  |