

# BURSARY APPEAL

<b>Date</b>	<b>SLC Student Number</b>		
<b>Name</b>			
<b>Address</b>			
<b>Postcode</b>		<b>Tel No</b>	
<b>Course</b>		<b>Course Tutor</b>	
<p><b>Reason for Appeal:</b> In this section you must</p> <ul style="list-style-type: none"> <li>• state the circumstances relating to your appeal</li> <li>• give all relevant dates</li> <li>• explain any special circumstances to be taken into account</li> <li>• attach all relevant paperwork</li> </ul> <p>Please note that saying you need the money to attend college or that you did not know what the procedures were or that you forgot to submit a self- / medical certificate will not constitute grounds for appeal as deadlines for application and/or procedures for absence reporting are clearly stated in the Student Handbook, EMA/Bursary Application booklet and EMA/Bursary Conditions of Award, which you have signed to accept.</p>			
<b>continue overleaf if necessary</b>			
<b>List supporting evidence attached (eg medical certificates)</b>	<b>1</b>		
	<b>2</b>		
	<b>3</b>		
	<b>4</b>		

**For office use only**

<b>Date received</b>	<b>Attendance to date</b>	<b>Progress to date</b>
<b>Date of appeals hearing</b>		<b>Outcome</b>

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continued from page 1 - reason for appeal