



**DUBLIN CITY COUNCIL - CENTRAL AREA COMMITTEE
EDUCATIONAL ASSISTANCE FUND 2018
Masters and PhD applicants**

Dublin City Council [Central Area Committee](#) has approved an Educational Assistance Fund 2018. The purpose of the fund is to provide financial support to local students undertaking Masters or PhD level courses who may be experiencing considerable financial difficulty in meeting day-to-day living expenses. This may be due to individual family circumstances or unforeseen costs/expenses associated with their education that are not eligible for funding under other educational support schemes.

Guidance Notes

Who is eligible?

The fund is open to any permanent resident of the Dublin City Council [Central Area](#) (North Inner City Electoral Area). Residency does not in itself automatically qualify for funding. Each applicant will be required to outline their particular circumstances in the attached application form.

Purposes for which the fund may be used:

- Course materials
- Transport costs associated with course activity
- Essential living expenses
- Unforeseen costs of course activity

Purposes for which the fund may not be used:

- Loan repayments
- Entertainment expenses
- Fines or penalty payments
- Any purpose for which financial assistance has been received from another source

Financials:

- Payments will be made to successful applicants by EFT only to a nominated bank account. In order to process payment, applicants will be required to complete the attached supplier setup form. This will be requested by Dublin City Council after the assessment process.

Assessment Process

Each application will be assessed on its merits on the basis of the information submitted with the application form. The decision of the Central Area Committee to grant or refuse will be final.

Application Timeframe:

- Applications will be accepted **from 21st September, 2018**
- Applications will be accepted up to and including **Friday 19th October, 2018**
- Decisions on all applications will be made as quickly as possible and all applicants will be notified of the outcome in writing.

Please complete the following application form.

**DUBLIN CITY COUNCIL - CENTRAL AREA COMMITTEE
EDUCATIONAL ASSISTANCE FUND 2018 MASTERS AND PhD APPLICANTS
APPLICATION FORM**

PERSONAL DETAILS	
Name:	
Residential Address:	
Contact Telephone No:	
E-Mail address:	

COLLEGE AND COURSE DETAILS	
Name of College / Institution:	
Course Title:	
Year and Duration of Course:	
Qualification Level	
<u>Note:</u> Applicants must submit written confirmation from their College / Institution of their course and enrolment details signed off by an authorised representative.	

Have you applied for or been granted any other form of financial support or funding for this course? If so please provide details.

<p>Please give an outline of your personal circumstances and the purpose for which you intend to use the Educational Assistance Fund. <u>Additional documentation and/or relevant information to support your application may be submitted on a separate page</u></p> <p><i>Note: The information provided in this section will be treated in strict confidence</i></p>

DECLARATION

I declare that the information I have given on this form is correct, truthful and complete. I understand that giving information that is found to be false or misleading will automatically disqualify me from the process.

I confirm that I have not already sought or received state financial assistance from any other source for the stated purpose of this application.

Signed:

Date:

Checklist:

- Completed Application Form, including supporting documentation
- Signed College Confirmation Letter
- Declaration Signed and Dated

Please return Completed Application by Friday 19th October, 2018 to

**Educational Assistance Fund
Cathy Cassidy
Senior Staff Officer
Dublin City Council, Central Area Headquarters
51-53 Sean MacDermott St.
Dublin 1.**