PFF1/CAFRE

EDUCATION AUTHORITY

FURTHER EDUCATION PART TIME GRANTS

FINANCIAL CIRCUMSTANCES 2026/2027

Who should complete this form?

Complete this form if you are:

- The student's husband, wife or civil partner.
- The student's partner, if the student is over 25 and you live with them as though you are married or in a civil partnership.

What details do I need to provide?

You need to tell us some personal details and details of your income.

Section 1

Student details

Title	
Forename(s)	
Surname	
Date of Birth	D D M M Y E A R
Name of College student will attend	

Department of Agriculture, Environment and Rural Affairs
www.daera-ni.gov.uk
An Roinn Talmhaíochta, Comhshaoil agus Gnóthaí Tuaithe
Depairtment o' Fairmin, Environment an' Kintra Matthers

Section 2

Your Personal Details

Title

Forename(s)

Surname

Relationship to the student

Sex: ☐ Male ☐ Female

☐ Married/Civil partnership

☐ Living with partner

Home address

Home telephone number/mobile number

Email address

Section 3

Household Income

- Answer 'YES' or 'NO' to every question, if you answer 'YES' please provide the income amount.
- Where you tell us an amount, you must provide evidence to support it.
- If you answer 'NO' to a question, this means you are telling us you **did not** receive an income from that particular income type.

Q1 Are you in receipt of Income Support, Income Related Employment and Support Allowance, Jobseeker's Allowance or Pension Credits, DLA or PIP?
Enclose up-to-date evidence from Social Security Agency, P60 not acceptable as per on-line.

Yes ☐ No ☐

Q2 Are you in receipt of Universal Credit?
Enclose all pages of your current Universal Credit statement.

Yes ☐ No ☐

State your annual gross income in the boxes below, indicating the frequency of payments, e.g. weekly (w), fortnightly (f), monthly (m), 4 weekly (4), annual (a).

Q3 Do you receive a salary or wage?
Enclose your last monthly pay slip or last 4 weekly pay slips.

Yes ☐ No ☐

£ _____ Frequency ☐

Continued next page

Household Income *(continued)*

Q4 Are you self-employed? Yes ☐ No ☐

Give details for year ended 5 April 2025

Enclose your tax calculation / accountant's letter.

Tick the relevant box(es).

		£	Frequency
☐	Income from Business/Trade	£	
☐	Income from Property/Rental	£	

Q5 Do you currently receive any taxable social security benefits? Yes ☐ No ☐

Enclose evidence.

Tick the relevant box(es) to confirm source of income.

		£	
☐	Carers Allowance	£	
☐	Incapacity	£	
☐	ESA Contribution Based	£	
☐	Widows/Widowed Allowance	£	

Q6 Do you currently receive any pensions? Yes ☐ No ☐

Enclose evidence.

Tick the relevant box(es) to confirm source of income.

		£	
☐	State Retirement Pension	£	
☐	Occupational Pension	£	
☐	Industrial Death Benefit Pension	£	
☐	Other	£	

Q7 Do you receive any other taxable income? Yes ☐ No ☐

Enclose evidence.

Tick the relevant box(es) to confirm source of income.

		£	
☐	Bank/Building Society Interest	£	
☐	Dividends/Investments	£	
☐	Other	£	

Section 4

Children in the household - dependent student

Give details of children who are dependent on the Student/Students spouse/partner during academic year 2025/26 (Do not include applicant).

Name	Date of Birth DD/MM/YY	School or College they will attend during 2026/27 school year

Section 5

To be completed if income details relate to spouse or partner of student

Declaration for student's spouse/partner (if applicable)

- I confirm that to the best of my knowledge and belief, the information I have provided is true and complete. If it is not I understand I might be prosecuted and financial support withdrawn from the student.
- I agree to supply any further information or documentary support in relation to the student's application for financial support that the Education Authority may ask for and agree to tell them immediately if my circumstances change in any way that might affect this application for financial support.

Signature of student's spouse/partner

Date: D D M M Y E A R

Privacy Notice

The Education Authority (EA) and the Department of Agriculture, Environment and Rural Affairs are joint Data Controllers under the Data Protection Legislation. We hold information for the purposes specified in our notification to the Information Commissioner including determining eligibility for a Further Education grant, assessing the maximum amount of financial support available, payment of a Further Education grant and the detection and prevention of fraud, and may use this information for any of these.

For further details about the way your information is used, who is responsible for it and the rights you have in connection with it, please refer to our full Privacy Notice available at:

https://www.eani.org.uk/about-us/privacy/privacy-notices/privacy-notice-education-authority-further-education-grants

If you don't have internet access, please call us on 028 9047 0155, choose Option 2 and we can send a copy to you.

Please return completed form to:
Education Authority
Further Education Section
1 Hospital Road
Omagh
Co Tyrone BT79 0AW

OR

You can bring the application to any of the following EA offices:

Armagh - 3 Charlemont Place, The Mall, Armagh, BT61 9AX
Ballymena - Ballee Centre, Ballee Road West, Ballymena, BT42 2HS
Belfast - 40 Academy Street, Belfast, BT1 2NQ
Dundonald - Grahamsbridge Road, Dundonald, Belfast, BT16 2HS