

PRESIDENT'S AWARD SCHEME (PAS) GUIDANCE NOTES

This is an educational scheme where funds are offered to applicants either doing their **first** degree or a non-degree course which is being taken to either assist with them finding employment, re-training or converting military qualifications into recognised civilian qualifications.

Grants/scholarships are awarded on the basis of a financial need and are approved by the PAS committee who generally meet three times a year in January, July and September.

The scheme is available to the following:

- Ex-service personnel
- Dependents of (ex)service personnel under the age of 21
- Spouses/partners of (ex)service personnel

When making a decision the committee will take the following into consideration:

- Disabilities
- Financial circumstances
- Family circumstances
- Proven academic capability

Scholarships:

- Available for first degrees only
- Open to dependants of (ex)service personnel under the age of 21 (for initial applications)
- Scholarships can be awarded up to a value of £1,500 per year (up to a maximum of 3 years)
- Scholarships are generally awarded to assist with accommodation/course fees
- No funds are available when studying overseas or on work placement
- No funds are available for post-graduate studies

Grants:

- Available for first degrees only and non-degree courses
- Open to dependants of (ex)service personnel under the age of 18
- Open to (ex)service personnel
- Open to spouses/partners of (ex)service personnel
- Grants can be awarded up to a value of £500
- Grants are awarded to assist with course fees, public transport costs, text books, course equipment, laptop, software (relevant to course) and specialist clothing or as decided by the Committee
- No funds are available when studying overseas or on work placement
- No funds are available for post-graduate studies.

SECTION 1

Enter the details of the individual requiring the grant/scholarship.

SECTION 2

Enter the details of the individual on whom the service connection is based.

SECTION 3

Enter the details of your family household.

SECTION 4

Enter the details of your education/employment history covering the last 5 years.

The course you are applying for or currently studying, including course fees, accommodation fees and other costs i.e. text books, public transport costs, specialist equipment etc

List any grants, student loans or bursaries to which you have either applied for, or have been awarded.

SECTION 5

Please provide the details of two individuals we can approach, should references be required. They can either be current/past employers, tutor or head of year.

SECTION 6

Enter details of your monthly income, expenditure and savings.

Dependants under the age of 21 years should also include their parent(s)/guardian(s) income, expenditure and savings.

SECTION 7

Please take the time to complete this section, as this is your opportunity to let the committee know, what difference a grant/scholarship will make to you.

Additional supporting information may also be attached if you feel that it may strengthen your application such as a statement from school, college, university or employer.

If you are minor (under 18) your parents may include a statement to support your application.

SECTION 8

If completing a hard copy, please sign and date the application.

If completing on line, enter a X in the check box and insert the date.

DOCUMENTS

When submitting your application, please ensure the following documentation is included:

- Section 2: Proof of service
- Section 4: Relevant exam certificates and confirmation of placement for the course you are applying for or currently studying
- Section 5: Current pay slips, bank statements, value of student grants, bursary(s) and evidence from the DWP as to any benefits being received.

DEADLINES

Please ensure you application and supporting documents are returned by the date you have been given. Failure to do so may result in your application not being taken to the PAS committee.

SENDING IT IN

When you have completed the form please either email it to wswelfare@britishlegion.org.uk along with scanned in evidence attached. Or post it, including photocopies of the supporting evidence, to:

Royal British Legion Women's Section
199 Borough High Street
London,
SE1 1AA