

UNISON Educational Grants 2018

Open University Grant

Because we want to help you to get ahead and develop your career, UNISON offers the following grant to members studying during 2018 at their own expense:

Open University (OU) Awards are available to UNISON members undertaking 30 and 60 point OU courses up to and including under-graduate level at their own expense. No awards are available for Masters Degree study or above. Awards are made as follows:

- ❖ 60 point courses = up to £300
- ❖ 30 point courses = up to £200

I have received my undergraduate degree. I scored a 2:1, meaning that I have wonderful opportunities for future full time employment; future self - employment, and future post graduate education.

I should like to convey my deep felt thanks to you all at unison for helping me financially with the Open University grants I received towards modules. I have always delighted in being an active member of unison, and will continue do so with enthusiasm

James, East Midlands

See over for grant application details.

Unison Open University Grant

Read the grant criteria below and complete the attached application form.

When your branch secretary or branch education co-ordinator has signed your application, send it to the address below.

**Bursaries Administrator,
UNISON Learning & Organising Services,
130 Euston Road,
London NW1 2AY**

Tel: 020 7121 5116

email:

LearningAndOrganising@unison.co.uk

Grant Criteria

- Grants are offered on a first-come, first-served basis until funding is spent. Funding becomes available at two points in the year: 1st January and 1st September.
- They can be used for study on any general development course or any career-related course relevant to working in public services, including public services delivered by private contractors.

Support is not available however for qualifications linked to licence to practice or more generally intended to meet an employer's statutory and/or legal responsibilities (e.g. health and safety).
- A copy of your course registration and proof that you are paying the full cost of the course fees yourself will be required before any grant can be paid, though in certain circumstances we may look at offering a grant even if you are receiving money from elsewhere. **Enclosing a copy of these documents with your application, and completing the attached form for payment to members by BACS, will help us to process your application more swiftly.**
- You must be a member of UNISON for at least 4 weeks prior to applying for a grant, have no arrears of subscriptions, and continue to pay membership subscriptions during the time you are supported by a grant.
- Each member can only receive one UNISON learning grant in each calendar year, up to a maximum of four grants.
- Grants are made at the discretion of the NEC Development & Organising Committee.
- The course you wish to study must start in 2018.

How do I apply?

- 1) Complete and sign the application form and the BACS form.
- 2) Copy your course registration and proof that you are paying the full course fee cost yourself (receipt / student finance agreement).
- 3) Give the application form to your branch* and ask them to complete section 2 (payments may be delayed if this section is blank when received by the Bursaries administrator as the forms have to be sent back to the branch).
- 4) Ask the branch to send the application form back to the address on the form (it can also be scanned & emailed).
- 5) Return your completed BACS form and the proof of registration and payment direct to the Bursaries administrator.

* If you are unsure of your branch please contact Unison Direct on 0800 0847 847

Forms must reach us by **16th November 2018**.

Please note that we cannot process the application until we have received the signed application form (both sections 1 & 2), your proof of payment and your BACS form.

Return the form to:

**Bursaries Administrator
UNISON Learning & Organising Services,
130 Euston Road
London NW1 2AY**

Tel: 020 7121 5116

email: LearningAndOrganising@unison.co.uk

Open University Grant – Application Form 2018

SECTION ONE – Applicant to complete

YOUR DETAILS

Name (please print):

UNISON Membership No.....

E-mail address:

Address

.....

..... Postcode

Daytime telephone no. (work or home):

Occupation

Working hours per week (tick): Part-time Full-time

Please tick below to tell us of any previous qualifications you have, i.e. from school and college
There is no need to give further details.

None	Entry & Level 1: e.g. NVQ Level 1	Level 2: e.g. GCSEs A-C	Level 3: e.g. A/AS levels	Level 4 and above: e.g. First level degree
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Length of UNISON membership (including partner unions): years months

UNISON Branch Name

Do you hold any positions in your branch? Yes / No

If yes, tell us what positions you hold

.....

THE COURSE YOU WANT TO STUDY

Course title:

Course Reference No (e.g. K101)

Course Level (if applicable):

Type of OU grant applied for (please tick) 30 point course 60 point course

Duration of course:

If your course lasts more than one year, which year is this (e.g. 2nd of 3 years):

Course start date:

Course fees this year: £

Are you meeting the full cost of the course fees yourself? Yes No

Have you or will you receive any other grant/financial support for this course? Yes No

If yes, who is paying part of your fee?..... How much is being paid? £.....

Member's signature Date.....

SECTION TWO: Branch Secretary or Branch Education Officer to complete

The member must arrange this.

Contact UNISONdirect (Tel: 0800 0 857 857) for branch contact details if necessary.

Name

Address

.....

.....

..... Postcode

Branch Stamp

I confirm that(name of applicant)

I. is at present a member of this branch of UNISON

II. is not in arrears with subscriptions

III. has completed the above details correctly to the best of my knowledge

Branch Signature Date

Please return the completed form with a copy of your course registration and fee receipt where applicable to:

Bursaries Administrator
UNISON Learning & Organising Services
130 Euston Road
London NW1 2AY

LearningAndOrganising@unison.co.uk

THIS FORM MUST BE RECEIVED BY LAOS NO LATER THAN 16th NOVEMBER 2018

UNISON OPEN UNIVERSITY GRANT FORM FOR PAYMENT TO MEMBERS BY BACS

NB MEMBERS to keep your bank details secure, detach this page before passing your bursary application to your branch for approval/signature. Send it to UNISON Learning and Organising, 130 Euston Road, London NW1 2AY.

The Union's preferred method for paying bursaries is to transfer money direct to members' bank accounts by BACS. This avoids the risk of cheques being lost or delayed.

Payments are processed on a weekly basis and members will be sent a remittance advice showing details of payments. This will be sent by email where possible to keep costs down.

To enable us to process your payments by BACS, please complete the form below and return it to **UNISON Learning and Organising Services, UNISON Centre, 130 Euston Road, London, NW1 2AY.**

Your Details

Your name (please print):

Membership No. E-mail address:

Address

.....

..... Postcode

Please credit UNISON payments to my bank/building society:

Your Bank Details

Bank/building society name

Sort code:

Account number:

Bank/building society reference (if applicable) :

Signed:.....

Dated:

THIS FORM MUST BE RECEIVED BY LAOS NO LATER THAN 16th NOVEMBER 2018