



23 February 2017

Dear Parents/Carers and Students

As of Wednesday 22 February 2017, Student Finance England has opened its application process for students that are wishing to study at a Higher Education establishment from September 2017.

Students should apply online and visit [www.gov.uk/studentfinance](http://www.gov.uk/studentfinance). Students must create an account and ensure that they keep their login details safe and secure as they will need to access their account over the coming years. They should complete the application following the instructions online. If students have not decided on their firm choice for university as of yet then they should enter a preferred choice. As and when they have made their final decision they can then contact Student Finance England to amend their application.

When completing the application students will need the following items to hand:

- Passport (if they have one)
- National Insurance number
- Details of their preferred university and course (this can be amended)
- Bank details

Once the online application is complete, they will need to print, sign and return by post the declaration form. **The deadline for applications is Friday 26 May 2017.** If applications are made after this date, Student Finance England cannot guarantee that the student would receive their finance on time. **Applications also take six weeks to process so the sooner that the application is completed, the better.**

A reminder will be sent nearer to the deadline application date.

Yours faithfully

Mrs H Sutton  
Assistant Headteacher – KS5

