



## Evidence for the Digital Poverty Application – all students

Please read through the evidence list below and upload all required supporting evidence **relevant** to your application within **24 hours** of receiving your link. Please note the following:

- You may be asked to provide additional evidence when your application is being assessed, if required
- If **all** required evidence is not uploaded your evidence folder within **24 hours** of receiving your link, your application will be declined
- Check the list of supporting documents below and ensure that you have electronic copies of the relevant documents required for your application.
- Evidence Format – PDF

**If you have a partner (by partner, we mean someone you are in a romantic relationship with and who lives with you. Even if you are not financially linked to that person). You will need to provide evidence of their income and expenditure as well.**

Income	Supporting Documents	Evidence to be uploaded
<p><b>Essential for all applications</b></p> <p>Income and Expenditure Breakdown</p>	<p>Fund Application Excel workbook</p>	<ul style="list-style-type: none"> <li>• Please upload your <b>completed</b> Fund Application Excel workbook. You downloaded this document from Q1 in your Digital Poverty Application Form</li> </ul>
<p><b>Essential for all applications</b></p> <p>PDF Bank Statements</p>	<p>Pdf statements</p>	<ul style="list-style-type: none"> <li>• Full pdf statements covering the last month for every current, student, joint, ISA, savings, Help to Buy, Credit Union and app-based accounts you and your partner (if applicable) hold</li> </ul> <p><b>E.g. if you apply on 10/11/22 we require statements for every account covering the period 10/10/21 – 10/11/21</b></p>

	<p><b>Bank statements format</b></p>	<ul style="list-style-type: none"> <li>• Please provide statements even if the account has a nil balance</li> </ul> <p><b>If you have more than one bank account, we will cross reference your statements. Please double check that you have provided statements for every account you hold. If statements are not provided for every account, your application will be declined, and you will have to start the whole application process again.</b></p> <p>Unfortunately, due to audit purposes, we <b>cannot</b> accept bank statements in Excel format or screenshots of mobile banking apps. If you are unsure how to download pdf statements from your online account, please refer to the pdf banking instructions on the <a href="#">Discretionary and assistance fund</a> webpage.</p> <p>Pdf statements must display the account holders name, account number and sort code and must show all debit and credit transactions as well as the running account balance</p>
<p><b>Essential for all applications</b></p> <p>Student Funding</p>	<p>2021/22 Award Letter (all pages)</p>	<ul style="list-style-type: none"> <li>• SAAS award letter &amp; Student</li> <li>• Student Finance England, Northern Ireland, Wales award letter</li> <li>• Student Universal Support Ireland (SUSI) award letter</li> <li>• Scottish Social Services Council (SSSC) bursary award letter</li> <li>• Student Universal Support Ireland (SUSI) award letter</li> <li>• USA Federal loan agreement</li> <li>• Sallie Mae Loan Agreement</li> <li>• Stipend</li> <li>• Educational loan agreement (if loan taken out to cover tuition fees and/or study and living costs)</li> </ul>
<p>Care Experienced Students</p>		<ul style="list-style-type: none"> <li>• SAAS Care Experienced Bursary award letter for the current academic year</li> </ul>

	Please provide one of the listed supporting documents.	<ul style="list-style-type: none"> <li>• Supporting statement from the Local Authority who looked after you</li> <li>• A letter from any charity, trust or external agency that are also supporting you (e.g. <a href="#">Who Cares? Scotland</a>)</li> <li>• Any court/legal papers that document your kinship care agreement</li> </ul>
Estranged Students	Please provide a supporting statement from one of the following professional persons who have known about your estrangement for some time (e.g. 12 months or more)	<ul style="list-style-type: none"> <li>• Teacher</li> <li>• Doctor</li> <li>• Counsellor</li> <li>• Colleague/University support person</li> <li>• Mental Health support worker</li> <li>• Nurse</li> <li>• Lawyer/solicitor</li> <li>• Police officer</li> <li>• Family mediation officer</li> <li>• Social Worker</li> <li>• Notary public</li> <li>• Minister of religion</li> </ul> <p style="text-align: center;">Or</p> <p><b>Under 24 years only</b> - If your funding body has assessed you as an estranged/independent student, you can provide your SAAS/Student Finance award letter for the current academic year</p>
Student Carer	Please provide one of the listed supporting documents.	<ul style="list-style-type: none"> <li>• Carer Card</li> <li>• Letter confirming your registration from your local Carers Centre</li> <li>• Carer statement</li> <li>• Letter from school or college confirm your caring responsibilities</li> <li>• Young Scot carer package letter</li> </ul>

		<ul style="list-style-type: none"><li>• Young Carer Grant award letter</li></ul>
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