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# ACCESS SCHOLARSHIP Application Form 2019/2020

GMIT awards up to twelve financial scholarships to the value of €5,000 each to support students entering GMIT who are from socio-economically or other disadvantaged backgrounds, or who have faced difficult personal circumstances. This financial scholarship is provided in increments over the duration of the programme of study.

In addition, applicants can also be considered for up to 50 CAO points to add to their Leaving Certificate score to help secure access onto a course, **subject to availability**.

*Note: Applicants must have taken the Leaving Certificate exams within the last two years.*

**Closing date: 15<sup>th</sup> May 2019**

## SECTION 1: GENERAL INFORMATION

<i>Please give your name as it appears on the CAO Form.</i>	
<b>First Name:</b>	<b>Surname:</b>
<b>Correspondence Address:</b>	<b>Home Address:</b>
<b>Telephone Number:</b>	<b>Contact Number of Parent/Guardian:</b>
<b>Email Address:</b>	<b>Date of Birth:</b>
<b>Country of Birth:</b>	<b>Nationality/Citizenship/Status:</b>
<b>CAO Number:</b>	<b>What gender do you identify as? (circle one)</b>  <div style="display: flex; justify-content: space-around;"> <span>Male</span> <span>Female</span> <span>Other</span> </div>





## SECTION 2: FAMILY & INCOME DETAILS

(To be completed by parent(s) or guardian)

Please list all family members, **including those not** currently living in the family home

Surname, First Name	Date of Birth	Relationship to Applicant	Is this person currently living in the family home? (Yes/No)	Highest level of education achieved to date*	Current/most recent occupation or current place of study

\*Level of education i.e. Primary education, Group/Inter/Junior Certificate, Leaving Certificate, PLC, Adult Education, Certificate, Diploma, Degree, Master's Degree, etc.

### PLACE OF RESIDENCE

(Please tick the appropriate box)

Home owner		Private rented accommodation	
Local Authority tenant purchase scheme		Local Authority rented flat	
Local Authority rented housing		Other non-permanent accommodation (please provide details)	

### FAMILY STATUS

(Please tick the appropriate box)

Married		Single	
Co-habiting		Separated	
Widowed		Divorced	
Unaccompanied adult		Unaccompanied minor	
Other (please specify)			

### MEDICAL CARD

(Please tick appropriate box)

	YES	NO
Do you have a full medical card?		
Do you have a GP only medical card?		
If yes, please give your medical card number:		
Expiry date of medical card:		

## HOUSEHOLD INCOME FOR 2018

In order to fully assess your scholarship application, you must provide proof of household income relating to 2018. All relevant proof of income documents must be submitted together with the application form as the form cannot be assessed without these and will be returned to the applicant.

- SUSI Assessed Reckonable Income 2018

**OR**

- If on Social Welfare – Statement from Social Welfare Office stating total amount received in 2018 (Back to Education, Job Seekers Allowance, Carers/Disability Allowance, Lone Parents Allowance, FIS, Farm Assist, Rent Allowance, Child Maintenance, Fuel Allowance etc). (available on request quoting PPS number at: [www.welfare.ie](http://www.welfare.ie))
- If Employed – P21 for 2018 (available at: [www.revenue.ie](http://www.revenue.ie))
- If Self Employed/Farmer – Notice of Assessment for 2018 (available at: [www.revenue.ie](http://www.revenue.ie))

Please list the occupation(s) of parent(s) / guardian.

	Father	Mother	Guardian
Occupation			

## SECTION 3: DECLARATION

(Must be signed by both applicant & his/her parent/guardian)

I declare that all the information provided is true, complete and accurate and refers to me, the applicant. I declare that assistance from other sources has not been received for the stated purpose/service which is the subject of this application.

I agree that all funding received will be used for the purpose intended.

**Signature**

**of applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of**

**parent/guardian:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## SECTION 4: REFEREE'S REPORT

This section is to be completed by the School Principal/Guidance Counsellor or Year head.

The completed form should be returned by **15<sup>th</sup> May 2019** to:  
**Access Officer, GMIT, Dublin Road, Galway or [accessoffice@gmit.ie](mailto:accessoffice@gmit.ie)**

Name of applicant: \_\_\_\_\_

School attended: \_\_\_\_\_

### LEAVING CERTIFICATE PERFORMANCE 2019

I predict the applicant's performance in the Leaving Certificate examination will be as follows:

Subject	Level of Exam (Higher/Ordinary)	Predicted Grade

### ACADEMIC QUALITIES & SCHOOL PERFORMANCE

I rate the applicant's potential as follows:

*(Please tick the appropriate box & include a further comment where necessary)*

Qualities/Abilities	Very Good	Above average	Average	Below Average	Poor
<b>Motivation</b>					
<i>Comment</i>					
<b>Determination/ staying power</b>					
<i>Comment</i>					
<b>Past record of attendance</b>					
<i>Comment</i>					
<b>Level of literacy</b>					
<i>Comment</i>					

<b>Level of numeracy</b>					
<i>Comment</i>					
<b>Adaptability to new situations</b>					
<i>Comment</i>					
<b>Potential to cope with new situations</b>					
<i>Comment</i>					

**ADDITIONAL COMMENTS**

What particular supports do you think the applicant would require in order to ensure success in college?

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Is there any other information that would support the student's application?

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**Signed:** \_\_\_\_\_ **Position held:** \_\_\_\_\_

**Contact Number:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Thank you for completing this report.*

## **Privacy Notice for Access Scholarship Applicants**

When you apply for GMIT's Access Scholarship, your personal data, which may include your name, address background and financial information, is processed by Student Services personnel.

When this information is provided by you to Student Services, for the purposes of assessing your application for financial support or access to a GMIT programme of study, GMIT Student Services will act as a data controller in respect of that personal data which essentially means it will be responsible for how that personal data is processed.

Your personal data will not be processed by Student Services for any other purpose other than for the purposes of assessing your application for financial support and access to a GMIT programme of study.

### **On what basis is your personal data is processed?**

The legal basis on which Student Services processes your personal data is that it is necessary to process this personal data in order to assess your application for financial assistance or access to a GMIT programme, pursuant to the possible contract to which you are both party.

### **Who will have access to my personal data?**

GMIT's Access Scholarship is provided to a number of students following assessment and approval of applications to the fund. The Student Services Support Committee is made up of members of the Student Services Team (e.g. the Access & Disability Officer, Student Services Officer, Fund Administrator, etc.) assess these applications. Your data is not shared with anyone outside of this committee. In the event the Access Scholarship is audited, your identifying information will be removed and the form will be sent for audit anonymously.

Furthermore, anonymised data may be processed for statistical and research purposes such as to provide information regarding demands on the fund etc. but again, you will not be identifiable by this data.

### **How long will we retain your personal data?**

The Student Services Office will retain for your personal data for up to 3 years.

### **Your rights in relation to your personal data**

Under data protection law, you have a number of rights in relation to your personal data, which can be generally summarised as follows:

- The right to rectify data processed by Student Services;
- The right to erasure of data processed by the Student Services e.g. the right to be forgotten;
- The right to restrict and/or object to the processing of data processed by the Student Services;
- The right to data portability; and
- The right to a copy of the personal data processed by the Student Services e.g. the right to make a data access request.



Please note that in certain limited circumstances we may have a lawful basis for not complying with your request however, we will discuss this with you further should the need arise.

### **International Transfers**

The Student Services Office will not process your personal data outside of European Economic Area (“EEA”). In the unlikely event that we are required to transfer your personal data outside of the EEA, we confirm that such processing will be carried out in accordance with our legal obligations under the General Data Protection Regulation (GDPR) (EU) 2016/679.

### **Further Information**

For any further information or in the event you wish to raise any concerns in respect of the processing of your personal data by the Student Service Office, please contact [studentservices@gmit.ie](mailto:studentservices@gmit.ie)

Where you believe that your personal data has not been fairly or lawfully processed or where you have any other issue with how the Student Services processes your personal data, you have a right to make a complaint directly to the Data Protection Commission at [info@dataprotection.ie](mailto:info@dataprotection.ie)

### **Acceptance of this Privacy Notice**

Please tick the box below to confirm that you have read and understood the information above and are agreeable to the terms of this privacy notice.

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### **Completed application forms should be returned to:**

**Access Officer, GMIT, Dublin Rd, Galway or [accessoffice@gmit.ie](mailto:accessoffice@gmit.ie)**

- **Only forms accompanied by completed, signed and dated copies of the Access Scholarship Privacy Notice form and all the required “Proof of Household Income” documentation can be assessed.** Applications received without these will be returned unassessed to the Applicant.
- Other supporting documentation can be provided later but doing so may delay processing of the scholarship application.
- Students who abuse the fund, or intentionally falsify information, will be the subject of disciplinary proceedings as outlined in the GMIT Code of Student Conduct.
- Scholarship candidates may be called for interview after the application deadline. Recipients will be notified of their outcome after Round 1 offers are made.
- Should a student be paid a scholarship in error, the student will be required to refund the amount of the payment.