

UCC Students' Union
Childcare Assistance Fund
2011/2012

Please read the following information carefully before completing the Application Form

Applications for Childcare support are invited from full-time student parents, for the 2011/12 academic year. Financial assistance is means-tested and **is strictly limited to children (under 12yrs of age) who are enrolled in the UCC Crèche Cois Laoi, and those who are in alternative childcare while on a waiting list for Crèche Cois Laoi.**

Support will be paid from Sept 19th to May 31st (excluding 2 weeks at Christmas and 2 weeks at Easter). The amount of subsidy awarded will depend on resources and numbers of successful applicants.

Children enrolled in Crèche Cois Laoi

- For eligible student parents with a child or children in the UCC crèche, maximum support of up to 40% of the crèche fee will be given. The subsidy will be paid directly to UCC Crèche Cois Laoi. It is the responsibility of the student to ensure that the remainder of the fee is paid on time.
- **No subsidy will be paid for children who are removed from Crèche Cois Laoi.**

Children on waiting list for Crèche Cois Laoi

- Full time student parents who are paying for formal childcare and who are on the waiting list for a place in **Crèche Cois Laoi** are also entitled to financial support.
- Students who are using childminders will be considered on a case-by-case basis and, under exceptional circumstances, may be granted the subsidy at a reduced rate.
- The subsidy will be paid by cheque in 4 6-week instalments.
- **If 2 consecutive cheques are unclaimed, the payment will be lost.**
- Applicants will be offered a place in **Crèche Cois Laoi** when one becomes available.
- **The subsidy will be discontinued for parents who decline a place in Crèche Cois Laoi.**

Please note that UCC student rules apply to the operation of this fund.

A copy can be downloaded from <http://www.ucc.ie/en/CurrentStudents/PoliciesandProcedures/>

In particular the Committee would like to draw your attention to the following circumstances defined as an offence and will make an application ineligible for funding under this fund:

- Furnishing false information to the University with intent to deceive or in circumstances calculated to deceive
- Forging, alteration or misuse of University documents records or identity cards.
- Bullying and Harassment
- Physical abuse or Verbal abuse of a defamatory character of another person on the University campus

Documents Required (PHOTOCOPIES ONLY)

1. You will need to provide proof of the financial situation in your household with your application, according to your personal circumstances:

If you are a:

DEPENDANT applicant, please provide **full and relevant documentation** of your parents'/guardians'/other income for the year 2010 (i.e., P21 for P.A.Y.E. employees; statement of benefits from Dept of Social Welfare; details of pensions; certified accounts if self-employed; income derived from investments, savings, grants etc.).

MATURE applicant dependent on your parents/guardians, please provide **full and relevant documentation** of your and your parents'/guardians' income for the year 2010 (i.e., P21 for P.A.Y.E. employees; statement of benefits from Dept of Social Welfare; details of pensions; certified accounts if self-employed; income derived from investments, savings, grants etc.).

MATURE INDEPENDANT applicant, please provide **full and relevant documentation** of your (and your partner's, if applicable) income for the year 2010 (i.e., P21 for P.A.Y.E. employees; statement of benefits from Dept of Social Welfare; details of pensions; certified accounts if self-employed; income derived from investments, savings, grants, etc.).

MATURE MARRIED applicant, please provide **full and relevant documentation** of your and your spouse's income for the year 2010 (i.e., P21 for P.A.Y.E. employees; statement of benefits from Dept of Social Welfare; details of pensions; certified accounts if self-employed; income derived from investments, savings, grants etc.).

NB: Where a student states in an application that they are not dependent on their parents/guardians, or their circumstances have changed, a written affidavit to that effect, witnessed by a solicitor must be submitted.

Mature Student: A student who is aged 23 on or before the 31st January in the year you apply to do your current course.

2. You will also need to provide a copy of a birth certificate for each child for whom you are applying for assistance.

Application Form for Childcare Assistance 2011/2012

- Please complete all 5 sections clearly in BLOCK CAPITALS and submit your application with copies of required documents by **31st August 2011** to:

Childcare Assistance Applications,

Students' Union, UCC, 54 College Rd., Cork

(Only first-time applicants will be considered after this date if funds are available)

All information contained on this form will be treated in confidence.

1. Personal Details

1. Name	2. Student ID
3. Home Address	Correspondence Address (if different)
4. Date of birth	5. Tel No
6. Email Address	7. male <input type="checkbox"/> female <input type="checkbox"/>
8. What course are you studying : <input style="width: 100px;" type="text"/> Year of Study <input type="checkbox"/> Duration of course: <input type="checkbox"/> years Age at start of course: <input type="checkbox"/>	9. Do you possess a medical card? Yes <input type="checkbox"/> No <input type="checkbox"/>
10. Single Married Co-habiting relationship Divorced/separated <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
11. Please tick category which applies to you: Dependent <input type="checkbox"/> Mature & dependent <input type="checkbox"/> Mature & independent <input type="checkbox"/> Other <input type="checkbox"/>	
12. If dependent, please give name and address of parent(s)/guardian(s)/spouse/partner	
13. How many dependant children in household in total? <input style="width: 30px;" type="text"/>	

2. Financial Situation & Details

(i) Give a brief description of your current situation

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(ii) Sources of Funding

Source of income	Mother €	Father €	Guardian €	Self €	Partner €	Total €
Salary						
Income from Business						
Income from Savings/investments						
Social Welfare payments						
Pension						
Rent Allowance						
Scholarships						
Local Authority Grant, maintenance element only						
Childcare maintenance support						
Back to education Allowance						
Other funds, grants, studentships etc						
TOTAL						

(iii) Please give details of an average weekly budget for the household where you reside:

INCOME	EXPENDITURE €
TOTAL	

(iv) Other relevant information

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3. Childcare details

- (i) Please indicate where each child is enrolled for childcare for the academic year 2011-2012
- List PAID CHILDCARE PROVIDERS ONLY – *if you receive ECCE funding, only list hours for which you pay*)
 - If NOT in UCC Crèche Cois Laoi, please give FULL DETAILS, i.e. name & contact details)

NAME OF CHILD	AGE	CHILDCARE PROVIDERS (PAID CHILDCARE ONLY)	FULL TIME, PART-TIME or AFTER-SCHOOL

- (ii) If NOT currently enrolled in UCC Crèche Cois Laoi, please name children on the WAITING LIST:

NAME	AGE

4. Declaration by Applicant:

The details I have given on this form are correct to the best of my knowledge and belief.

Signature: _____ Date: _____

5. Declaration by Referee:

This section is to be completed by one of the following that is NOT related to the applicant (and is NOT the applicant): Solicitor, Bank Manager, Doctor, Minister of Religion, Public Representative.

I certify that I know the applicant personally and the information supplied is correct and complete.

Name: _____ Occupation _____

Contact Phone No: _____

Signature: _____ Date: _____



CHECKLIST

- 1. Have you completed all Sections 1-5?
- 2. Have you attached COPIES of financial documents to support your application?
- 3. Have you attached COPIES of birth certificate/s?
- 4. Have you and your referee signed the form?

PLEASE NOTE:
Incomplete applications and/or applications without supporting documents will be returned and may delay payment in respect of successful applicants.

If you have any queries, please contact:

Ph: 021 490 3218
Email: info@uccsu.ie

OFFICE USE ONLY:

Date Application Received _____

Documents attached: _____

Application outcome _____

