

EU students

Apply for Student Finance Step by Step Guide

If this is your first time apply as a full-time EU student, you need to follow steps below (Note: New EU students **CAN NOT** apply online)

Step 1

Visit at <https://www.gov.uk/student-finance-forms> to download your relevant student finance form.

Step 2

Download your "Application for Student Finance 2020/21 for EU Students" form and complete the application form carefully.

Step 3

During your application you will be asked to send evidence to prove your identity/nationality. You can send either:

- An original document such as your passport or National ID card OR
- Certified copies of your passport or National ID by completing a Certifier Checklist. (A certified copy is a photocopy of an original document which must have been stamped, signed and dated as being a true copy of the original by a person of good standing in the community such as a minister of religion, doctor, lawyer or teacher/lecturer. The person certifying the copy must not be a relative and must provide their name, job title and work address.

Important note: Your application will be processed far quicker and much more efficiently if you send in your original documents rather than completing a certifier checklist and sending in certified copies. Many complications occur when sending in certified copies that delay applications and payments.

Step 4

When you fill out Section 4 of your application, please apply the following details

A) University or college details

Information required in application form	Please follow below guidance
University or college name and address	Anglia Ruskin University, East Road, Cambridge, CB1 1PT
UCAS personal identification number	Leave this section blank
UCAS university or college code	A60
UCAS campus code (if applicable)	Leave this section blank

B) Course details

Information required in application form	Please follow below guidance
Course name	(Refer to your ARU College offer letter for your exact course name – e.g. 'BSc (Hons) Tourism Management Extended – ARU College')
If you are following a combined studies or modular course, please list all subjects being studied	Leave this section blank
UCAS course code	Please enter your degree title into the search box on aru.ac.uk . The UCAS code of your course can be found on the page.
Qualification you expect to gain	Make sure are correct, so put the same answer as 'course name' but do not add the 'extended-ARU College' or 'ARU College'.
Course start date	(Refer to ARU College offer letter)
Course end date (final year of study)	(Refer to ARU College offer letter)
Full course length (years)	(Refer to ARU College offer letter)
Year of course in 2020/21:	(Refer to ARU College offer letter)
Full tuition fee amount for the academic year 2020/21:	(Refer to ARU College offer letter)
If the course is franchised to another university or college, give their address below	Leave this section blank

C) Course type (please tick one box)
Tick 'Full-time undergraduate'

D) Term details
Tick 'University or College' for all three terms.

Now you can leave the rest of Section 4 blank and move onto Section 5.

Step 5

Take your time to complete your application. Read each step thoroughly to ensure that you complete your application correctly the first time. By taking your time to apply for student finance carefully, you will reduce the risk of receiving late tuition fee and maintenance payments.

Step 6

Usually, **within 6 weeks** of applying you will get a letter in the post confirming how much you'll receive from Student Finance it is called an '**Entitlement Letter**'. Please bring your **entitlement letter with you when you come to enrol with us at ARU College.**

If I am a continuing EU student, how to apply?

How to re-apply as a continuing student:

You are classified as a 'continuing EU student' if you received finance last year. In order to re apply for next academic year. You can visit at <https://www.studentfinancenl.co.uk/form-finder> to download form and complete.

You must complete your form and send it to Student Finance at the following address:

Student Finance Services
Student Loans Company
PO Box 89, Darlington
County Durham
England
United Kingdom
DL1 9AZ

Important note: When you fill out Section 2 in your application, please apply the following details into your form:

University or college	'Anglia Ruskin University, East Road, Cambridge, CB1 1PT'
Course	(refer to your ARU College offer letter for your exact course name)
Campus	'ARU College'

When to apply:

Apply now for the 2020 to 2021 academic year. By applying now you will receive your maintenance and tuition fee loan at the beginning of the 2020/2021 academic year and avoid delays. Applications can take months to be processed and completed.

Important Information:

- As soon as you receive your Student Finance Entitlement letter, detailing the breakdown of payments to the university, bring this into the ARU College office.
- Most of your correspondence with Student Finance England will be through your online account. Whilst you will be sent hard copies of documents to your home address, all of these documents will also be sent to your online account. Therefore it is of vital importance to remember your **Customer Reference Number** and **login details that you are given when you begin your application.**
- When you need to call Student Finance England, they will always ask you for your Customer Reference Number, Password and Secret Answer. It is necessary to have these pieces of information available to you at all times when dealing with Student Finance.

If you have any queries about your Student Finance application please email us for help on: support@arucollege.com

