

# Hardship Fund Application



The purpose of the Ara Hardship Fund is to assist fully enrolled students, whose continued study would be threatened by desperate, unanticipated financial circumstances. Full details are available on [campus.ara.ac.nz](https://campus.ara.ac.nz)

## Do you meet the criteria?

You must have exhausted all other means of obtaining assistance before you are eligible (i.e. StudyLink, WINZ, savings, overdraft, family etc).

Yes  No

You must be a New Zealand citizen or permanent resident.

Yes  No

You must have attended your course for a minimum of **five (5) weeks** before applying. Your attendance will be checked and it must be regular to be eligible for assistance.

Yes  No

Your application will not be considered if received within **seven (7) days of the course end date**.

Yes  No

### **Note: There is a maximum amount of assistance each student can access per year.**

Please see Student Central, email: [studentcentral@ara.ac.nz](mailto:studentcentral@ara.ac.nz), phone 0800 24 24 76.

- 1 Submit the completed application form to Student Central or via the email above.
- 2 Please make sure you bring the following with you:
  - a recent full bank statement on all your accounts, including your credit card account and any joint accounts (an ATM printout will not be sufficient)
  - all relevant bills and receipts for any bills you have recently paid
  - a completed Budget Advice form (attached)

Every application will be assessed according to criteria outlined on [campus.ara.ac.nz](https://campus.ara.ac.nz)  
Where possible you will be contacted within two working days.

## Your name and details

Student ID number	<input type="text"/>		
Programme/course	<input type="text"/>		
Surname or family name	<input type="text"/>		
Given name(s)	<input type="text"/>		
Address	<input type="text"/> <input type="text"/>		
Telephone	Home <input type="text"/>	Mobile	<input type="text"/>
Email	<input type="text"/>		
Gender	<input type="checkbox"/> Female	<input type="checkbox"/> Male	Date of Birth <input type="text"/>
Citizenship	<input type="checkbox"/> New Zealand Citizen	<input type="checkbox"/> New Zealand Permanent Resident	<input type="checkbox"/> Other <input type="text"/>
Ethnicity	<input type="text"/>	Iwi	<input type="text"/>
Marital status	<input type="checkbox"/> Single	<input type="checkbox"/> Married	<input type="checkbox"/> De Facto
Dependent children	<input type="checkbox"/> No	<input type="checkbox"/> Yes	If yes, list their ages <input type="text"/>

## Financial situation

Have you received an Ara Assistance Grant so far this year?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have a student loan this year?	<input type="checkbox"/> Yes	<input type="checkbox"/> No*
Is your full entitlement established and all available credit (living costs, course related costs etc) drawn down?	<input type="checkbox"/> Yes	<input type="checkbox"/> No*
Have you applied for assistance with this expense from StudyLink (WINZ)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No*
Do you have a student banking package with an overdraft facility?	<input type="checkbox"/> Yes	<input type="checkbox"/> No*
Have you exhausted this facility?	<input type="checkbox"/> Yes	<input type="checkbox"/> No*
Do you currently have regular paid employment?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Considering your course commitments, do you intend looking for work?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

*\*For applications to be considered, you must have exhausted all other means of assistance.*

What financial support you are able to obtain from your parents or relatives?

What amount are you seeking from the Ara Hardship Fund?

Please outline your need for this grant?

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Are you attending classes regularly and are your assessments up to date?

**I hereby declare that the information that I have given is true and correct; no information which could have a material bearing on my application has been withheld. I understand the making of a false declaration is an offence under the Crimes Act 1961.**

**The personal information you provide on this application is protected by the Privacy Act 1993.**

It will not be used for any purpose other than assessing your eligibility for an Ara Hardship Fund grant and for compiling statistics.

**By signing this application, I agree to Ara collecting information about my student loan/allowance and/or benefit from StudyLink/WINZ if required, for the purpose of this application.**

Signed

Date

# Budget Advice Form

Name

Date

**When you are completing this budget form, please include all income sources, eg including your partner/spouse if applicable, and list the total expenses.**

How many adults/children does this budget cover?  Adults  Children

**HOUSEHOLD INCOME**

Wages/salary  
Income Support payments  
Other income  
**Total income**

Monthly	Weekly
<b>\$</b>	<b>\$</b>

**TRAVEL COSTS**

Fares (eg bus, train)  
Petrol/fuel  
Car insurance  
Car registration  
Car warrant of fitness  
Car maintenance/repairs

Monthly	Weekly
<b>\$</b>	<b>\$</b>

**GENERAL COSTS**

Alcohol/cigarettes  
Entertainment  
Childcare  
Hire purchase/s  
Bank fees  
Club fees/subscriptions  
Donations  
Fines  
Reparations  
Other (please specify)

Monthly	Weekly
<b>\$</b>	<b>\$</b>

**Total general costs**

**HOUSEHOLD COSTS**

Rent/board  
Mortgage  
Groceries  
Power  
Gas  
Phone (landline/mobile/internet)  
Rental of goods  
Rates  
House maintenance  
Household goods  
Insurance (house/contents)

Monthly	Weekly
<b>\$</b>	<b>\$</b>

**Total household costs**

**FAMILY COSTS**

Child support payments  
School fees/donations  
School uniforms  
Medical costs  
Dental costs  
Prescription costs  
Pet registration  
Veterinary fees  
Clothes and shoes  
Holidays  
Gifts  
Life insurance/superannuation

Monthly	Weekly
<b>\$</b>	<b>\$</b>

**Total family costs**

	Monthly	Weekly
Total household income		
Total household costs		
Total travel costs		
Total general costs		
Total family costs		
<b>Total household surplus/shortfall</b>	<b>\$</b>	<b>\$</b>

Note: Figures on the budget advice form have been supplied by the student. Ara takes no responsibility for their accuracy.