

# Hardship Fund Application Form

**The Lincoln University Students' Association (LUSA) is committed to supporting students who are undergoing unforeseen financial hardship.**

LUSA administers a Hardship Fund (funded through the Student Services Levy) to support students with an unexpected, short term financial hardship. This grant is paid directly to creditors.

Your application will be received by the LUSA Student Advocacy and Voice Coordinator who will present your case to the Hardship Fund Panel. You will be notified of the Panel's decision, via student email, within one week of application.

**The maximum amount able to be awarded is \$1000.**

**You MUST include the following with your completed application form (incomplete applications will not be processed):**

3 months of bank statements for all bank accounts (*must be the 3 months prior to application date*)

Copy of Bank Statement showing FTS balance and details (*if applicable*)

Student ID

Completed budget worksheet (*on page 3*)

Internal university academic record — get this from Student Admin OR email [records@lincoln.ac.nz](mailto:records@lincoln.ac.nz) OR on LUCAS, go to Student Centre/Academic History/List of Courses and Grades, and snip or screen shot, then email this along with your application.

Copies of any relevant invoices (*if applicable*)

## Personal Details

First Name:

Last Name:

Student ID:

Phone:

Address:

Lincoln University Email:

Course of Study (e.g. BAgSci, PgDip, PhD etc):

(Required, please tick one)

Undergraduate

PG Cert/Dip

Masters

PHD

Are you a domestic or international student?

Domestic (NZ & AUS)

International

## Personal Details Cont.

Are you an Exchange Student? Yes\* No

Are you on an MFAT Scholarship? Yes\* No

*\*You may also be eligible to apply to a separate hardship fund.*

Are you part of the NZ Immigration Funds transfer scheme (FTS)? Yes\* No

*\*Students from India, Sri Lanka, China and Philippines. If yes, you must supply a bank statement showing these funds.*

Children: Yes No If yes, how many? Ages:

### Living Arrangements:

Halls Own Home Boarding Flatting Other (Please specify)

### Living With:

Parents Partner Children Flatmates Alone

Have you applied to the Hardship Fund before? Yes No

*If yes, please give details of amount, situation and date:*

## Situation Details

Please explain your current situation and state your reasons for seeking assistance from the Hardship Fund. Please include how this financial issue could impact on your studies, ways you have sought to resolve the issue and how this situations is unforeseen and temporary. *If you require more space, please attach a word document.*

## Personal Details Cont.

### Weekly Income

Where the income is not applicable, please leave blank.

Student Allowance	\$
Student Loan	\$
Funds Transfer Scheme	\$
Benefit	\$
Accomm Supplement	\$
Child Support	\$
Wages	\$
Partner's Wages	\$
Parental/Family Help	\$
Scholarships/Grants	\$
Overdraft	\$
Other (please specify)	\$
<b>Total</b>	\$

### Weekly Expenses

Where the expense is not applicable, please leave blank.

Rent/Board	\$
Power	\$
Phone	\$
Internet	\$
Food	\$
Transport	\$
Debt Payments	\$
Personal	\$
Membership Fees	\$
Insurance	\$
Fines	\$
Other (please specify)	\$
<b>Total</b>	\$

## Bank Account Details

If your application is successful, funds will be deposited into this account. *Please note, the bank account provided below must be one of which you have given bank account statements for.*

Name of Account Holder:

Bank Account Number:

## Declaration

I acknowledge that all information provided in the above form is true and correct.

I understand that all information and documentation provided by me will be kept confidential, however in order to be able to fully support you, your information may be shared with relevant student support staff within the university.

I understand that the decision of the Hardship Panel is final.

Name:

Date:

## Local Government and Community Agencies

### **Studylink**

0800 88 99 00

[studylink.govt.nz](https://studylink.govt.nz)

### **Student Job Search**

0800 757 562

[sjs.co.nz](https://sjs.co.nz)

### **Work and Income NZ**

0800 559 009

[workandincome.govt.nz](https://workandincome.govt.nz)

### **Christchurch City Mission**

03 365 0635

[citymission.org.nz](https://citymission.org.nz)

276 Hereford Street,  
Christchurch

Emergency Food Bank:  
Budgetary Support

### **Salvation Army**

03 366 8128

[salvationarmy.govt.nz](https://salvationarmy.govt.nz)

Social Services (Welfare,  
Accommodation, Furniture)

### **Christchurch Budget Service**

03 366 3422

[christchurchbudgetservice.govt.nz](https://christchurchbudgetservice.govt.nz)

Free budgeting support and advice