

## Application fee waiver request form

### Introduction

One of the Royal Academy of Dramatic Art's key aims is to ensure fair access to training for the most talented students, regardless of their background. As a result, RADA have committed to providing application fee waivers to make sure that applicants from low income households are encouraged to apply.

### Eligibility

To be eligible for an application fee waiver, applicants must meet the following essential criteria:

- Current UK resident
- Applying to an undergraduate course (FdA or BA)
- No previous first degree qualification (FdA or BA)
- From a household income of less than £43,000 per year before tax

In addition to the essential criteria listed above, applicants should also meet at least one of the following criteria:

- Your household income is less than £25,000 per year
- You are from a Black, Asian or minority ethnic background
- You have declared a disability
- You will be considered to be a care leaver when you begin your training
- You are an estranged student (not supported by your family)
- Your home address is in a neighbourhood with a low participation rate (in accordance with the Office for Students POLAR4 classification - visit [www.officeforstudents.org.uk](http://www.officeforstudents.org.uk) to check your postcode)

### How the process works

Please complete the form on page 2 and send with your Course Application form and COPIES of your proof of household income. Proof of income may include:

- Personal\* or parental\*\* P60s
- confirmation of income-related benefit payments (eg Jobseeker's Allowance, Universal Credit, Income Support)
- evidence of tax return from the financial year 2017-18

If you feel that you qualify under the eligibility criteria but are unsure what evidence to provide, or you need assistance completing the form, please email [admissions@rada.ac.uk](mailto:admissions@rada.ac.uk) with the subject line 'APPLICATION FEE WAIVER'

Please send your form, evidence and completed course application form to:

Admissions, RADA  
62-64 Gower Street, London, WC1E 6ED

Once your application fee waiver request has been assessed, you will be contacted by RADA to confirm the outcome.

If you do not meet the criteria you will be required to pay the application fee.

\* if you are an independent student

\*\* if you are supported by more than one parent/carer, please include both of their P60s

# Application fee waiver request form

Please complete the form in BLOCK CAPITALS

Full Name of applicant:

Email address:

Postcode:

Course applying for:

## Household income

Please complete the below table with your household income information, showing income from all sources before the deduction of tax. Figures are required for the whole financial year April 2017 – April 2018

	Parent / Carer One or Own Income * **	Parent / Carer Two
Relationship to applicant		
Earned annual income (eg evidenced by P60s)	£	£
Income-related benefits	£	£
Other income eg property, unearned income etc)	£	£
<b>Grand total</b>	= £	

\* Applicants over the age of 25 - You will need to provide details of your own income.

\*\* Applicants under the age of 25 - There are a number of reasons why applicants under the age of 25 are unable to provide the household income of a parent or guardian. It may be that you are estranged from your parent or guardian i.e. that you do not have contact with them, or that you are, or have recently been, looked after by the state. It may be that your parents are no longer alive. If any of these apply to you, please provide details of your own income and let us know the reason why below:

I am estranged from my parent or guardian

My parents are no longer alive

I am, or have recently been, looked after by the state

You may use the space below for any further information which you would like us to consider, or to provide further explanation regarding the income provided on the previous page:

Please confirm which evidence you have included with your application:

Personal or parental\* P60s

confirmation of income-related benefit payments (eg Jobseeker's Allowance, Universal Credit, Income Support)

evidence of tax return from the financial year 2017-18

**Declaration:** I declare that to the best of my knowledge and belief that all of the information provided is true and I have given a full statement of my household income from all sources during the periods shown. I understand that I could be asked to provide further evidence to support the above financial information and that giving false information may lead to myself/my child being disqualified from receiving an application fee waiver.

Signed (applicant):

Signed

(parent/guardian):

Date

Date: