

APPLICATION FOR FINANCIAL ASSISTANCE FOR AN EDUCATIONAL VISIT 2019/20.

Please ensure that all relevant information is included in order that the optimum award may be made.

- 1. Date of request.**
- 2. Name and Department of Course Leader.**
- 3. Course to which visit is related.**
- 4. Nature and purpose of visit. Please provide details of reasons for visit.**

- 5. Location of visit.**
- 6. Duration of visit (dates please).**
- 7. Numbers of (a) Staff and (b) Students involved.**

(a) (b)
- 8. Sources and amounts of finance already provided. Please give specific details below.**

Sources	Amount
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- 9. Estimated total cost of visit – please provide as much detail as possible**
- 10. Specific use to which an FKH contribution would be put.**
- 11. Student(s) responsible for providing final report by required date (within 2 weeks of visit).**

12. Have you previously received an Award from the Friends of Kirkley Hall? Y/N. If Y please give dates.

12. Any other comments in support of the application.

Signature:
(course leader)

Closing Date for Submission –

Please EMAIL the completed form to:
friendsofkirkleyhallsecretary@gmail.com