



## Education Maintenance Allowance (EMA) Nationality and Residency Evidence

You should send **photocopies** of your evidence unless otherwise stated. We will return any original documents.



### EU and EEA nationals

An up to date list of all EU and EEA member countries is available at: [www.homeoffice.gov.uk](http://www.homeoffice.gov.uk)



### Ordinarily resident

By 'ordinarily resident' we mean that you normally and lawfully live in the UK, EEA, Switzerland and Gibraltar through choice. If you have moved to the UK for education purposes, you must have been ordinarily resident in the EEA, Switzerland and Gibraltar prior to becoming ordinarily resident in the UK. Don't take into account any temporary absences totalling six months or less over the three years before the first day of your course.

You must also be resident in Wales on the first day of the first academic year of your course to be able to get EMA.

If you need to send us your Biometric Residence Permit as evidence for any question in this section, be assured that we will only use it to validate your identity and residency status, no other data from it will be used or stored.

### Direct descendants and direct relatives in the ascending line

A direct descendant is the child, grandchild, great-grandchild and so on, of a person. You are a direct descendant of your mother, your grandmother, your great-grandmother, and so on.

A direct relative in the ascending line is the parent, grandparent, great-grandparent and so on, of a person. You are a direct relative in the ascending line of your child, grandchild, great-grandchild, and so on.

### Your current status:



#### UK national

If you hold a valid UK passport enter these details. This means you don't need to send your passport to us.

If you don't hold a valid UK passport, you need to send us your original birth certificate.

We are unable to accept an expired passport as proof of your identity.



#### Irish Citizen

You need to send us:

- your original valid ROI passport; or
- your original national identity card.

We are unable to accept an expired passport as proof of your identity.



**e** Family member of a UK national

By family member, you must be the:

- husband, wife, civil partner; or
- child or step-child;

or other direct descendant of a UK national.

You must send your UK national family members passport and also send proof of your relationship to the UK national. This may be:

- your marriage or civil partnership certificate; or
- a birth certificate showing your name and the UK national's name; and
- the marriage or civil partnership certificate if you or the UK national are a step-child.

If you are claiming student finance as the direct descendant of a UK national, you must be under the age of 21; or a dependant of the person or the person's spouse or civil partner.

**e** Settled or pre-settled status under the EU Settlement Scheme

To get student finance as an EU national with settled or pre-settled status, you need to prove your immigration status. You need to provide us with confirmation of your EU Settlement Scheme status award from the Home Office, and a share code. Go to **[www.gov.uk/view-prove-immigration-status](https://www.gov.uk/view-prove-immigration-status)** to generate the code. Once generated, the code will expire after 30 days. You should return your application form as soon as you generate your share code so we can check your status within the 30 days.

We will use your share code to confirm your identity with the Home Office. When you give us your share code you do not need to send identity evidence. If you do not provide your share code you must provide evidence to show you are an EU national, by sending us your original EU passport or national identity card.



**e** Child of a Swiss National

You and your parent or step-parent must have been granted settled or pre-settled status through the EU Settlement Scheme. You must be ordinarily resident in the UK, Gibraltar, EEA or Switzerland for three years prior to the first day of your first academic year. You must send your parent's passport or national identity card. You must also send us your birth certificate or equivalent as proof of your relationship.

To get student finance as the child of a Swiss national, your Swiss national parent must be resident in the UK on the first day of the academic year of your course. We need a signed letter from your Swiss national parent stating their UK address, and that they live there on the first day of the first academic year of your course. They must also send one of the following documents:

- Bank statement
- Payslip
- Tenancy agreement/mortgage statement
- Utility bill
- Local authority correspondence
- Government department correspondence

To prove your immigration status, you need to provide us with confirmation of your EU Settlement Status award from the Home Office, and a share code. To prove your parent or step-parent's immigration status, you need to provide us with their date of birth and share code. Go to **[www.gov.uk/view-prove-immigration-status](https://www.gov.uk/view-prove-immigration-status)** to generate the codes. Once generated, the codes will expire after 30 days. You should return your application form as soon as you generate your share code so we can check your status within the 30 days.

We will use your share code to confirm your identity with the Home Office. When you give us your share code you do not need to send identity evidence, unless needed as proof of relationship. We will still need identity evidence from your parent or step-parent.

**e** EEA or Swiss national Migrant Worker

To get student finance as the family member of an EEA or Swiss national who is working, has worked or is looking for work in the UK, you and your family member must have been granted settled or pre-settled status through the EU Settlement Scheme.

The EEA or Swiss national must provide proof of their nationality with their original passport or national identity card. You must also send us your birth certificate or equivalent.

As proof of the current employment status of the EEA or Swiss national who is working, has worked or is looking for work, one of the following must be provided as evidence:

- A P60 or a letter from employer if currently working.
- Audited accounts, tax returns or details of income if self-employed.
- A letter from employer confirming the intention to continue working whilst studying.
- P45, P60 or letter from previous employer if currently looking for work or previously worked in the UK.

If your child, son, daughter-in-law, child's civil partner or other direct descendant is the worker you must be dependent on them.

For children of EEA workers, the term 'child' means a person 'under the age of 21; or dependant of the person or the person's spouse or civil partner or other direct descendant.' This does not apply in cases where the EEA worker parent has died or left the UK and the child is staying on in the UK to finish their education.

To prove your immigration status, you need to provide us with confirmation of your EU Settlement Status award from the Home Office, and a share code. To prove your family member's immigration status, you need to provide us with their date of birth and share code. Go to **[www.gov.uk/view-prove-immigration-status](https://www.gov.uk/view-prove-immigration-status)** to generate the codes. Once generated, the codes will expire after 30 days. You should return your application form as soon as you generate your share code so we can check your status within the 30 days.

We will use your share code to confirm your identity with the Home Office. When you give us your share code you do not need to send identity evidence, unless needed as proof of relationship. We will still need identity evidence from your family member.

If you or your family member are a Frontier Worker, please send the Frontier Worker permit or equivalent evidence.

**e** EEA or Swiss national who entered the UK before 31 December 2020

To get student finance as the family member of an EEA or Swiss national, your family member must have settled or pre-settled status in the UK. You must have made an application to the EU Settlement Scheme within three months of arrival in the UK.

The EEA or Swiss national must provide proof of their nationality with their original passport or national identity card. You must also send us your birth certificate or equivalent as proof of your relationship.

To prove your immigration status, you need to provide us with your Certificate of Application to the EU Settlement Scheme from the Home Office, and a share code. To prove your family member's immigration status, you need to provide us with their date of birth and share code. Go to [www.gov.uk/view-prove-immigration-status](https://www.gov.uk/view-prove-immigration-status) to generate the codes. Once generated, the codes will expire after 30 days. You should return your application form as soon as you generate your share code so we can check your status within the 30 days.

We will use your share code to confirm your identity with the Home Office. When you give us your share code you do not need to send identity evidence, unless needed as proof of relationship. We will still need identity evidence from your family member.

**e** Afghan Relocations and Assistance Policy (ARAP) or the Afghan Citizens Resettlement Scheme (ACRS)

If you or your:

- husband, wife, civil partner; or
- parent or step-parent

have been granted leave under the Afghan Relocations and Assistance Policy (ARAP) or the Afghan Citizens Resettlement Scheme (ACRS), you will have received a letter from the Home Office confirming this.

Please send the original Home Office letter and immigration status document, normally a passport or Biometric Residence Permit of the person who holds this status. You should also send evidence of your relationship to the person who holds the status if it is not you.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

If you are claiming student finance as the child or step-child, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's application to the Home Office.

If you are claiming student finance as the husband, wife or civil partner, you must have been their husband, wife or civil partner at the time of their application.

### Expiry date

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

were granted this status without an expiry date you should mark the expiry date box as N/A (not applicable).

**e** Settled status (indefinite leave to enter or remain or right of abode)

Settled status means that you can live in the UK permanently without the Home Office placing any restrictions on how long you may remain.

You are free from any restriction if any of the following apply:

- You are a British citizen.
- You have been granted indefinite leave to enter or remain.
- You have a right of abode in the UK.

Further information about immigration issues can be obtained from the Home Office at **[www.homeoffice.gov.uk](http://www.homeoffice.gov.uk)**

If you do not have a British passport or Biometric Residence Permit which confirms your immigration status, but you have a letter from the Home Office which does, please send this letter with your application form.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

**e** Discretionary leave as a result of a failed asylum application

Discretionary leave where no application for asylum has been made

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

have Discretionary Leave to Remain in the UK:

- as a result of a failed application for asylum; or
- where no application for asylum has been made

the Home Office will have sent you or them a letter and an immigration status document confirming this.

Please send the original Home Office letter and immigration status document, normally a passport or Biometric Residence Permit of the person who holds Discretionary Leave to Remain. You should also send evidence of your relationship to the person who holds this status if it is not you.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

If you are claiming student finance as the child or step-child of someone who has been granted this status, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's application to the Home Office.

If you are claiming student finance as the husband, wife or civil partner of someone who has been granted this status, you must have been their husband, wife or civil partner at the time of their application.

**Expiry date**

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

were granted Discretionary Leave to Remain without an expiry date, you should mark the expiry date box as N/A (not applicable).



**e** Leave to remain on the grounds of family life

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

have leave to remain in the UK on the grounds of family life the Home Office will have sent you or them a letter and an immigration status document confirming this.

Please send the original Home Office letter and immigration status document, normally a passport or Biometric Residence Permit of the person who holds Discretionary Leave to Remain. You should also send evidence of your relationship to the person who holds this status if it is not you.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

If you are claiming student finance as the child or step-child of someone who has been granted this status, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's application to the Home Office.

If you are claiming student finance as the husband, wife or civil partner of someone who has been granted this status, you must have been their husband, wife or civil partner at the time of their application.

**Expiry date**

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

were granted Discretionary Leave to Remain without an expiry date, you should mark the expiry date box as N/A (not applicable).



**e** Leave to remain on the grounds of private life

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

have leave to remain in the UK on the grounds of private life the Home Office will have sent you or them a letter and an immigration status document confirming this.

Please send the original Home Office letter and immigration status document, normally a passport or Biometric Residence Permit of the person who holds Discretionary Leave to Remain. You should also send evidence of your relationship to the person who holds this status if it is not you.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

If you are claiming student finance as the child or step-child of someone who has been granted this status, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's application to the Home Office.

If you are claiming student finance as the husband, wife or civil partner of someone who has been granted this status, you must have been their husband, wife or civil partner at the time of their application.

**Expiry date**

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

were granted Discretionary Leave to Remain without an expiry date, you should mark the expiry date box as N/A (not applicable).

**e** Leave to remain outside the immigration rules

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

have leave to remain in the UK outside the immigration rules the Home Office will have sent you or them a letter and an immigration status document confirming this.

Please send the original Home Office letter and immigration status document, normally a passport or Biometric Residence Permit of the person who holds Discretionary Leave to Remain. You should also send evidence of your relationship to the person who holds this status if it is not you.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

If you are claiming student finance as the child or step-child of someone who has been granted this status, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's application to the Home Office.

If you are claiming student finance as the husband, wife or civil partner of someone who has been granted this status, you must have been their husband, wife or civil partner at the time of their application.

**Expiry date**

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

were granted Discretionary Leave to Remain without an expiry date, you should mark the expiry date box as N/A (not applicable).

**e** Stateless Person

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

have been granted leave to remain as a Stateless Person in the UK, you or they, will have received a letter and an immigration status document from the UK Home Office confirming this.

Please send the original Home Office letter and Biometric Residence Permit of the person who has been granted leave to remain as a Stateless Person. You should also send evidence of your relationship to the person who has been granted leave to remain as a Stateless Person if it is not you.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

If you are claiming student finance as the child or step-child of a person granted leave to remain as a Stateless Person, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's application to the UK Home Office.

If you are claiming student finance as the husband, wife or civil partner of someone who has been granted leave to remain as a Stateless Person, you must have been their husband, wife or civil partner at the time of their application.

**e** Ukraine Schemes

If you have been granted leave to enter or remain under a Ukraine Scheme, you will have received an immigration status document from the UK Home Office confirming this.

Please send your Biometric Residence Permit, or your passport with a vignette, or your passport with your 'permission to travel' document.

We will only use your Biometric Residence Permit or 'permission to travel' document to validate your identity and residency status, no other data from it will be used or stored.



**e** Refugee status or temporary protection

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

have been:

- granted refugee status in the UK under the terms of the 1951 United Nations Convention on Refugees; or
- If you have been granted temporary protection status in the UK under Part 11A Immigration Rules;

the Home Office will have sent you or them a letter and an immigration status document confirming this.

Please send the original Home Office letter and immigration status document, normally a passport or Biometric Residence Permit of the person who holds the status. You should also send evidence of your relationship to the person who holds the status if it is not you.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

If you are claiming student finance as the child or step-child of a refugee, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's application to the Home Office.

If you are claiming student finance as the husband, wife or civil partner of a person granted this status, you must have been their husband, wife or civil partner at the time of their application for asylum.

**Expiry date**

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

were granted this status without an expiry date you should mark the expiry date box as N/A (not applicable).

**e** Humanitarian Protection

If you or your:

- husband, wife, civil partner; or
- parent(s), step-parent

have been granted Humanitarian Protection, you, or they, will have received a letter and an immigration status document from the UK Home Office confirming this.

Please send the original Home Office letter and an Immigration Status Document, normally a passport or Biometric Residence Permit, of the person who has been granted Humanitarian Protection. You should also send evidence of your relationship to the person who has been granted Humanitarian Protection status if it is not you.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

If you are claiming student finance as the child or step-child of a person granted Humanitarian Protection, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's application to the Home Office.

If you are claiming student finance as the husband, wife or civil partner of someone who has been granted Humanitarian Protection, you must have been their husband, wife or civil partner at the time of their application for asylum.

**e** Child of a Turkish Worker

To get student finance as the child of a Turkish worker, your Turkish parent must be working in the UK on the first day of your course. You must be ordinarily resident in the UK, Gibraltar, EEA, Switzerland or Turkey for three years prior to the first day of your first academic year.

Please send the original Home Office letter and your Biometric Residence Permit.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

You must provide evidence to show that you are the child of a Turkish worker by sending us your parent's original passport or national identity card. You must also send us your birth certificate or equivalent.

As proof of your parent's employment in the UK, you must send their contract of employment.

You must also send the Home Office letter confirming your parent has extended leave to remain in the UK after 31 December 2020.



**e** Leave to remain in the UK under  
Section 67 of the Immigration Act 2016

If you have been granted leave to remain in the UK under Section 67 of the Immigration Act 2016, or are the dependent child of someone who has, you, or they, will have received a letter and an immigration status document from the UK Home Office confirming this.

Please send the original Home Office letter and Biometric Residence Permit of the person who has been granted leave to enter or remain under Section 67 of the Immigration Act 2016. You should also send evidence of your relationship to the person if you are the dependent child of someone who has been granted leave to enter or remain in the UK under Section 67 of the Immigration Act 2016.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

If you are claiming student finance as the dependent child or step-child of a person granted leave to remain in the UK under Section 67 of the Immigration Act 2016, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's application to the Home Office.

**e** Calais Leave

If you have been granted Calais leave in the UK, or are the dependant child of someone who has, you, or they, will have received an immigration status document from the UK Home Office confirming this.

Please send the original Home Office letter and Biometric Residence Permit of the person who has been granted Calais leave. You should also send evidence of your relationship to the person who has been granted Calais leave if it is not you.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

If you are claiming student finance as the dependent child or step-child of a person granted Calais leave, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's application to the Home Office.

**e** Leave to remain as a victim of domestic violence

If you have been granted leave to remain as a victim of domestic violence, or are the dependent child of someone who has, you, or they, will have received an immigration status document from the UK Home Office confirming this.

Please send the original Home Office letter Biometric Residence Permit of the person who has been granted leave to remain as a victim of domestic violence. You should also send evidence of your relationship to the person who has been granted leave to remain as a victim of domestic violence if it is not you.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

If you are claiming student finance as the dependent child or step-child of a person granted leave to remain as a victim of domestic violence, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's application to the Home Office.

**e** Leave to remain as a bereaved partner

If you have been granted leave to remain as a bereaved partner, or are the dependent child of someone who has, you, or they, will have received an immigration status document from the UK Home Office confirming this.

Please send the original Home Office letter Biometric Residence Permit of the person who has been granted leave to remain as a bereaved partner. You should also send evidence of your relationship to the person who has been granted leave to remain as a bereaved partner if it is not you.

We will only use your Biometric Residence Permit to validate your identity and residency status, no other data from it will be used or stored.

If you are claiming student finance as the dependent child or step-child of a person granted leave to remain as a bereaved partner, you will only be considered a 'child' if you were under the age of 18 at the time of your parent's application to the Home Office.