



The Wester Ross Salmon Education Fund

*funding for the future;
investing in the next generation*

Guidance notes for Applicants

Information for Applicants

The Wester Ross Salmon Education Fund was established to provide financial assistance to those who have attended Ullapool High School and wish to pursue a career, or further their education in aquaculture; sustainable lifestyle; environmental studies; or STEM subjects. Established by Wester Ross Fisheries Ltd., a sustainable aquaculture business, farming Atlantic salmon and based in Ullapool, the fund was created to demonstrate a commitment to, and is an investment in, the next generation of local young people seeking to work within industries that are committed to sustainable lifestyle choices and solutions.

The following notes are intended to help you complete all of the sections on the application form accurately and with as much detail as possible. We want you to succeed, convince us...

Qualifying Criteria

In order to be eligible to apply you must be a senior pupil at Ullapool High School or have left Ullapool High School in the last two years. Funding is available to pursue a career either by education, apprenticeship or work experience, in aquaculture; environmental studies; STEM subjects or those that are concerned with sustainable lifestyle solutions.

Personal and Family Details

Please complete this section in full and if your name has changed since you were a pupil at Ullapool High School, please state the name by which you were known at school in brackets.

Details of Educational Course, Vocational Training, Apprenticeship or Work Experience

Applications are accepted for financial assistance to study for a degree at University, a vocational course at College, an apprenticeship, or the opportunity of work experience where participation involves expenditure that might otherwise prevent you from accepting.

You can apply under section A., B., C., or D. If you are applying under section A. or B. then you may also apply under section D if you have been offered a work experience opportunity in addition to your educational course. The work experience does not need to have been organized by your college or university or be available in connection with your course, providing it meets the qualifying criteria.

Purpose for which funding would be used

Funding is available for fees, subsistence/cost of living expenses, travel, books, equipment and educational trips or visits that enrich and support your studies and/or career. You should state the cost of tuition fees if you are applying for help with those, even if you have been offered a student loan. You must then detail the student loan in the next section.

Cost of living expenses can be claimed if you are moving away from home for study or work. Where the actual amount is not known please estimate the costs and state that these are estimated and not actual. Travel expenses may also need to be estimated.

Books and equipment that are required in connection with your study or work can be claimed and if you are successful in your application we may ask for purchase receipts.

Sometimes, educational courses offer trips in connection with the subject of study and these are usually at an additional

cost to the tuition fees. Such trips can be claimed but you may also apply for help to fund any trip or experience that you consider would be helpful to your studies or work, providing it is clearly related and relevant.

All awards from the Fund are discretionary and if your application is successful we may offer you less than the amount you apply for.

Other Sources of Funding

If you have applied for other funding and the outcome is not yet known please state the date you expect to be advised of the outcome. Funding sources include student loans for tuition and cost of living and any other income that you receive. If you must leave home to take up the offer of work or study and you do not yet know the cost of mortgage or rent please give an estimate.

Family Household Income

Annual household income of parent(s) or guardian(s) from all sources, must be included in this section. Income includes salary, state benefits, pensions, bonuses and any other income.

Please make sure to sign this section as well as the end page.

Referees

Please give the names and addresses of two referees. One of these must be a teacher at Ullapool High School or a teacher at your present educational establishment if you have gone on to further education since leaving school. You should ask permission of your intended referees before giving their details.

Academic & Employment Record

Please give details of your education and work experience to date. If you have gaps between education and work please tell us what you have been doing during those periods of time, in the supporting information section.

Supporting Information

This is your opportunity to strengthen your application by telling us about your motivation and aspirations for your future. If there is anything unusual or exceptional about your circumstances that has contributed to hardship or ill health please tell us about that too. Let us know what steps you have already taken to fulfill your ambitions and how you are planning to manage your finances.

We will need to see evidence of an offer of a University or College place, an Apprenticeship or a Work Experience opportunity. If you are sending your application by email please attach supporting image(s) in jpeg format.

Signatures and Acknowledgements

The Wester Ross Salmon Education Fund is committed to investing in the next generation and to supporting local young people. If you are successful in your application we will be interested to follow your story and we may want to use part of it in connection with publicising the Fund and its aims. Consequently, we would expect you to submit a summary of how your funding has been used. We may use part of your story on the Wester Ross Salmon website, social media channels and/or local or national news. However, we would not reveal anything of your personal circumstances. The **Wester Ross Educational Fund Data Privacy Notice** which can be found on the Wester Ross Salmon website www.wrs.co.uk makes clear how we use data and protect personal information.

Finally; it is crucially important that the information you provide is accurate. Failure to complete the application in full will result in it being returned and you may then miss the closing date. Providing incorrect information will jeopardise your application and you may be disqualified.

Timescales

The Committee meets twice a year in October and February. Applications must be submitted by September 30th for consideration at the October meeting, and by January 31st for consideration at the February meeting.

Successful applicants will be advised no later than 1st November for applications submitted between February and September, and by 1st March for applications submitted between October and January.

Enquiries

We have tried to make the form as clear as possible and straightforward to complete but if you have questions please send those by email to office@wrs.co.uk or alternatively you may contact the **Head Teacher** at Ullapool High School.

Submitting your Application

You will undoubtedly have a number of different things to arrange if you are contemplating or starting a new educational course, apprenticeship or job. Make sure that you have allowed enough time to gather all the information and submit your application by the closing date.

Completed applications should be sent either by email to office@wrs.co.uk or by post to:

Wester Ross Salmon Education Fund
Ardmair
Ullapool
Wester Ross
Scotland
IV26 2TN

We will acknowledge receipt of your application within two weeks and if you do not receive an acknowledgement please get in touch by emailing office@wrs.co.uk using **Education Fund Application** in the subject field.