

# Bursary application form

Supported by the Chartered Secretaries' Charitable Trust

## The Chartered Governance Institute UK & Ireland Level 4 Certificate in Charity Law and Governance

### Criteria for application

To apply for the bursary your charity must:

- be registered with the Charity Commission
- have submitted its last three annual returns to the Commission on time
- have a gross annual income of less than £500,000 as an average over the last 3 years
- be able to provide 10% towards your qualification fee

**Please complete in block capitals.**

**Return your completed form to [csct@cgi.org.uk](mailto:csct@cgi.org.uk)**

Student full name:

Job title:

Charity name:

Charity registration number:

Over the last three years, has your Charity's average gross income been less than £500,000 per annum?      Yes      No

Are you funding the 10% personally or will your organisation fund it on your behalf?

Please provide a copy of your charity's most recent annual report and accounts to support your application. Trustees will also refer to publicly available information when considering your request.

Please provide a reference from your employer or Chairman of Trustees to support your application, along with contact details should further information be required.

**What do you hope to achieve by taking the Institute's Charity Law and Governance qualification?** Please provide a paragraph of up to 150 words using the box below.

Trustees request that successful applicants provide feedback on the benefits the certificate has provided you and your charity following completion of the qualification.

Student signature:

Date:

Employer signature:

Date:

Employer signatory's name and job title:

Employer contact details: