

The South Square Trust Award Silversmithing Short Course Bursary Application Form

How to complete this form

- Read the criteria below to make sure you are eligible to apply
- Complete the form fully, making sure that you have covered the criteria in your personal statement

The Grants Committee consider applications. Applicants should note that students will be required to sign terms and conditions if awarded a grant.

Deadline and application submission

The South Square Trust Award is open for applications.

If you are eligible to apply (see bursary criteria information, below) and there is a silversmithing short course taking place at West Dean, Sussex that would help you develop your skills and it is taking place before 15 December 2025, we look forward to receiving your application.

Please note unsuccessful applicants are unable to request feedback from the Grants Committee.

You can apply by returning the completed form by email to college@westdean.ac.uk Your application must be typed – hand-written applications will not be accepted.

The South Square Trust Award Criteria

Available to early career makers within 10 years of graduating and or setting up their self-employed practice and those currently studying on a postgraduate course in silversmithing or jewellery who are looking for a silversmithing short course that will help them develop their skills.

Eligibility: Applicants must hold UK Nationality or have been mainly educated in the UK, demonstrate a clear financial need and excellence.

In addition, West Dean students currently studying the Foundation Degree Arts – Metalwork, Graduate Diploma Conservation Studies and MA Conservation Studies – Metalwork are eligible to apply.

In addition, West Dean students currently studying the FdA Clocks are eligible to apply. However, if you are an FdA Clocks student you must have a genuine reason to apply. Before making an application, please discuss with your lead tutor.

Terms: Grants are given based on individual need. In some cases, we may not be able to fund the full amount and the remaining fees and accommodation costs will need to be covered by the applicant. Please note that those in receipt of The South Square Trust Award may only be awarded one bursary from this fund. If you have received The South Square Trust Award previously, you will not be eligible to re-apply.

All students awarded funding must submit a written impact statement/report to West Dean within 21 days of completing the short course for which bursary funding was awarded. Guidelines will be issued to successful applicants. In addition, we ask that successful applicants keep in touch for one year after completing their course and let us know how they are faring in their chosen careers.

Deadline: Applications for The South Square Trust Award - Silversmithing Short Course Bursary are open. The bursary is eligible for silversmithing short courses taking place before 15 December 2025 so apply now. Submit your completed bursary application form to College@westdean.ac.uk

Queries - Applicants should not contact the awarding trust directly with queries relating to the above bursary as this is being administered by The Edward James Foundation. If you have any queries, please contact College@westdean.ac.uk

Personal details	
First name	
Surname	
Date of birth (dd/mm/yy)	
Nationality	

Contact details	
Email address	
Telephone	
Mobile	

Address	
Street address	
City and County/State	
Postcode/Zip code	
Country	

Will you be staying in accommodation at West Dean?	Yes		No	
Have you attended a West Dean short course before?	Yes		No	
If yes, please state subject and date				
Have you received funding for a short course at West Dean Before?	Yes		No	
If yes, what date?				

Which short course(s) would you like to enrol on?			
1 st Choice		2 nd Choice	
Title		Title	
Course code		Course code	
Tutor		Tutor	
Date		Date	
Cost of course		Cost of course	

How do you anticipate your 1st choice course will be benefit: (max 250 words)
Your creative practice:
Your teaching practice (if you have one and your current studies (if applicable):
You personally:

How do you anticipate your 2nd choice course will be benefit: (max 250 words)
Your creative practice:
Your teaching practice (if you have one and your current studies (if applicable):
You personally:

Amount of bursary requested. Please put this in £s in the box below.
 Are you requesting a bursary to cover accommodation costs too? If yes, please add this cost in £s alongside. E.g. £ course fee + £ accommodation = £ if yes, please tick yes box.

Amount requested	£		
Yes		No	

Details of training, education and qualification

Dates attended from/to	Name of School/ University/ College/ Organisation	Course	Qualification gained studying

Details of self-employment and volunteering

Dates attended from/to	Occupation	Name of employer	Skills used

Personal statement

Please carefully check the criteria for the bursary you are applying for and state how you match these.

Why do you need financial support to come on a short course?
Please complete this section to demonstrate the financial need as part of the criteria.

Current employment status:

Employed full time		Unemployed, but not registered	
Employed part time		In full time training/education	
Self-employed		Other	
Registered unemployed			

Do you have any dependants?	Yes		No	
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Annual income	Current situation
Personal income (i.e. salary)	£
Spouse's/partner's salary	£
Parental contribution	£
Savings/ISAs	£
Rent from tenants or lodgers	£
Interest from capital	£
Child benefit	£
Tax credits	£
Student Loan (tuition fees, maintenance)	£
Career Development Loan	£
Other, including any grants/scholarships	£
Total income	£

Declaration

Please carefully read the following statements and sign below to indicate acceptance of these terms.

- I declare that the above details are true to the best of my knowledge. I undertake to provide any additional information that may be required.
- I confirm that my financial need is genuine.
- I understand that offered bursaries are subject to Terms and Conditions.
- If offered a bursary, I agree to make myself available to assist in the recruitment and promotional activities of West Dean as outlined in the Terms and Conditions.
- If offered a bursary, I agree to keep in touch with West Dean for one year after completing my short course for which bursary funding was awarded and let West Dean know how I am fairing in my chosen career. If we haven't heard from you within six months, we will contact you in follow-up.
- I consent to my application data being shared with the West Dean's Grants Committee, members of staff in the Academic Office and the Student Recruitment & External Engagement Department on a need-to-know basis.
- If successful, I agree to complete and return a written impact statement/report to West Dean within 21 days of completing the short course for which bursary funding was awarded. I understand reporting guidelines will be provided to me.
- Reports in keeping with the awarding funder's requirements can be shared with the funder for two years from completion of the course.

Please also check the West Dean's Data Protection Statement)

<https://www.westdean.ac.uk/privacy>) on the website and on the Student Intranet.

Name	
Date	
Signature	
If you are emailing your application, please tick this box to indicate your acceptance of the above terms:	

Digital applications are preferred, please email college@westdean.ac.uk. If you are unable to send your application via email, please post your completed form to:

Academic Registry, West Dean, Chichester, West Sussex, PO18 0QZ, UK
Telephone 01243 818291 | Email college@westdean.ac.uk | www.westdean.ac.uk

For office use only

Date received:
