



Application for Education Maintenance Allowance 2026/27

**Submit this application to: Fairfield House, 8 Lothian Road,
Dalkeith, Midlothian, EH22 3AA or ema@midlothian.gov.uk**

For this form in another format or language email ema@midlothian.gov.uk

- **Date of birth between 1 March 2007 and 30 September 2010**
You may be eligible from the start of the academic year.
You must apply by **30 September 2026**. If you apply after this the award will be paid from the date the application is received by the EMA team.
- **Date of birth between 1 October 2010 and 28 February 2011**
You may be eligible from the start of the January Term.
You must apply by **28 February 2027**. If you apply after this date the award will be paid from the date the application is received by the EMA team.

Information supplied on this form may be held on computer both within Midlothian Council and other bodies. To find out how Midlothian Council collects, uses and shares your personal information, visit www.midlothian.gov.uk to access our online Privacy notice.

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EMA Reference No:	Date Award Letter Sent
Date Application Received:	Date Learning Agreement Received
1 st Check: 2 nd Check:	Autumn Intake Winter Intake AA/VP Intake
Date Application Completed	Provisional Award
Date Application Approved:	Final Award
EMA Start Date	

Section 1 – Information about student

Details of Student	Information
Full Name (Forename and Surname)	
SQA candidate number	
Mobile Number	
Email Address	
Date of Birth	
Have you received an EMA before?	
Home Address (and postcode)	
Have you lived at your present address for longer than 3 years? If not tell us your previous addresses within the last 3 years. Use the last page if you need more space.	
If you have not been resident in the UK for the past 3 years state which of these situations applies to you: • EU/EEA National/Swiss National • Settled status/Exceptional Leave • Refugee status/Temporary • Other protection	

Who you live with

Details of who you live with	Information
List everyone you live with – e.g. parent, grandparent, foster parent, sibling, Local Authority Care.	
Do you live with only one parent? If yes please provide the council tax bill showing the 25% reduction for 2026//27.	
Give the name, date of birth and nursery/school or learning centre of any dependent children who live with you. This includes children under 16 or young people aged 16-25 in full-time education. You will need to provide proof confirming enrollment for college or university.	

Details of your parents/carers

Details of Parent/Carer 1	Information
Full Name (Forename and Surname)	
Mobile Number	
Email Address	
Relationship to you	
Home Address (and postcode)	
Occupation last year	
Marital status	

Details of Parent/Carer 2	Information
Full Name (Forename and Surname)	
Mobile Number	
Email Address	
Relationship to you	
Home Address (and postcode)	
Occupation last year	
Marital status	

Section 2 – Information about learning

Details of learning	Information
Establishment name	
Address (and postcode)	
Are you attending for at least 21 guided learning hours a week. If not please explain why.	
Which year of study will you be undertaking? e.g. S4, S5, S6, Other	

Section 3 – Payment details

Details of bank/building society	Information
Name of account holder	
Is the account holder the EMA student? If not please explain why.	
Bank/Building society name	
Sort code	
Account Number	
Roll/Reference number (if applicable)	

Section 4 - Household income

If you live in a foster home or children's home, are in the care of the local authority or living independently in receipt of Income Support or contributions-based Employment and Support Allowance, you **do not** have to provide evidence of household income.

Household income is assessed on gross taxable household income for the past financial year. If there is a change in financial circumstances, students may be eligible to apply for a **reassessment** during the academic year.

Thresholds for 'low income' households

- If you are the only dependent child living at home the household annual income must be under £24,421
- If there is more than 1 dependent child living at home the household annual income must be under £26,884

Details of income	Income last year
Jobcentre Benefits Ask Jobcentre Plus to complete part C1/C2	
Universal Credit Provide your online journal statement. If you earned income on your Universal Credits journal, provide your P60 for last year	
Employment income Provide your P60 for last year	
Self employed income Provide an SA302 from HMRC or an accountants certificate	
Savings, shares investments Provide certificates/official documents	
Private Pension Provide your P60 for last year	
Any other household income Provide details and evidence	

Office use: Overall total per year

Section 5 – Declaration

Student applying for the award

- The information on this form is correct. If not I will repay money paid to me. If I receive EMA payments through a provisional award and I was not eligible, these funds will be recovered by withholding the equivalent amount from any future claim.
- I understand and accept my obligations, I will refund any overpayments and payments will be withheld if I do not keep to the conditions of my Learning Agreement.
- If successful, I will complete a learning agreement and adhere to the terms of that agreement.
- If successful, I will attend for a minimum of 21 guided learning hours per week (timetabled hours including study periods)
- If successful, I will only receive EMA payments for those weeks where I have maintained 100% attendance (including authorised absences) punctuality and conduct.
- I enclose a copy of my birth certificate or passport.
- I understand that if I leave my place of learning, I will not be eligible for any further payments.
- I give permission for the local authority to release information relating to my independent status to EMA Unit.

Date

Signature

Parent/Carer of student

This section must be completed if the applicant is under 18 years of age or the award has been assessed against the income of the applicant's parent(s), spouse, or carer(s).

- I declare that to the best of my knowledge and belief all the information given, in connection with this application, is full and correct in every respect.
- I will provide any additional information which may be required by Midlothian Council to verify the particulars given and also to inform Midlothian Council immediately of any alteration in these particulars.
- I will inform Midlothian Council of any changes in financial circumstances which may affect the award.
- I understand that if my child does not keep to the conditions of their Learning Agreement, payments may be withheld.
- I understand that if my child leaves the learning centre, they will not be entitled to any further payments.
- I consent to the undertaking signed by the student above.
- I am aware that my child is bound by the conditions set out by the EMA guidance.

Date

Signature

Print name

Relationship to student.....

Additional information