

Undergraduate Bursary Application

THIS AWARD HAS 3 ELEMENTS:

1. Employment by the sponsoring company during vacations.
2. A cash grant from the employer of £1000 per year to the undergraduate while at university.
3. A bursary of £1000 per year from PPMA BEST for the 3 year duration of the course.

Please complete the information below and submit the form to Automate BEST at best@automate-uk.com

Employer Details

Company name				
Name of person making the nomination:				
Position in company:				
Contact details:	Landline:			
	Mobile:			
Email address:				
Do you pay apprenticeship levy?	YES		NO	
Is this the first apprentice employed by the company?	YES		NO	

Apprentice Details

Name:	
Job title:	
Email address	
DOB (minimum age is 16)	
Address:	
Rate of pay/ salary (NOTE: Undergraduates must be paid at least the living wage for someone over 21 to qualify):	
Start date with company:	

Education

Name of University:	
Course name:	
Qualification :	



Start date:	
End date:	

Undergraduate Trainee Details

The BEST funding is designed to encourage undergraduates to study engineering with particular interest in the Processing and Packaging sector. Please explain the basis in which the undergraduate has been recruited, the length and nature of the degree course and the work that will be undertaken at the sponsoring company.

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Payment terms

Payable over the term of a 3 year degree course in equal parts as follows:

- £1000 within 4 weeks of starting the course	£500 each from PPMA BEST & Sponsor	
- £1000 6 months each of the following 6 months	s £500 each from PPMA BEST & Sponsor	

NOTE: In the event that the undergraduate leaves the employment of the company, the bursary will cease. It is the employing company's responsibility to inform the Trustees if this happens.

I have read, understood and agree to abide by the rules of the PPMA undergraduate award.

Company

Signature	
Print Name	
Date	

Undergraduate

Signature	
Print Name	
Date	

The PPMA BEST bursary is not taxable. The employer / sponsor should take advice on the tax position of their share on the Award.