The Institute of Group Analysis (IGA) is a charity that has over the years been privileged to receive donations and legacies from its members, who expressed a wish for these funds to support the learning of those whose personal and financial circumstances may prevent them from applying for IGA training.

The IGA is tasked with ensuring that these restricted funds, known as training course bursaries, are invested carefully so as to ensure as many people benefit from them as possible in the future. For this reason, please complete the following application carefully and please note that you may be asked to provide additional evidence for the information you have provided. The information you provide will be kept in the strictest confidence. We are currently able to provide bursaries for

- Foundation Courses
- Diploma in Groupwork Practice Courses
- Qualifying Course in Group Analysis
- Diploma in Reflective Practice in Organisations

The value of bursaries may vary from year to year as the funds available each year are dependent on interest from investments and new donations.

Applications for bursaries must be received by the National Training Manager via email on Office@groupanalysis-uk.co.uk by 30 June every year. Applications received after this date will not be eligible to be considered for the coming academic year. The IGA’s Bursary Committee will consider applications and subsequently make recommendations to the IGA’s Finance Committee. The IGA will aim to inform students and trainees about the outcome of their applications by 30 August every year.
Please note the following terms and conditions of the bursary schemes:

- If you receive a bursary from the IGA, in accepting it, you are agreeing to ensure the course fees are fully paid for 3 months prior to the time you complete the academic year (or course if not run in academic years) in question. You will not be able to graduate if any course fees are outstanding.

- If you receive a bursary from the IGA, in accepting it, you are agreeing to fully complete the course in the timeframe specified by the IGA.

- If you do not meet the conditions specified above, you agree to repay the bursary in full to the IGA so that funds may be made available to another student who may experience financial difficulties that are preventing them from applying for or complete eligible IGA training.

- The bursary will be paid either at the start of the course or in three instalments at the beginning of each term, depending upon the bursary amount. If a student does not complete the course they will be expected to reimburse any funds received.

- Students in receipt of a bursary will be expected to share what they have gained from the course with a wider audience, i.e. professional colleagues, co-workers, peer groups and may be asked by the IGA to speak at open events to promote IGA courses.

- Applications will be assessed on the strength of the supporting statement made as part of the application.

- Bursaries must be used to assist with course fees and is not intended to assist with travel expenses, subsistence, books or replacement costs to cover study leave.

- If a student does not complete the course year they will be expected to reimburse any funds received.

If you have a query about the bursaries or payment methods the IGA Office staff are always happy to discuss your needs with you.

Thank you for your interest in the IGA and in our courses.

Sam Evans
National Training Manager, IGA Office
IGA APPLICATION FORM FOR BURSARIES FOR TRAINING COURSES
FOUNDATION, DIPLOMA, QUALIFYING and RPIO COURSES

Application for the Academic year 2019 / 2020

Closing date for Bursary Applications: 30 June
Bursary Application Decisions: 30 August

Part 1 Personal Details

Full name: _______________________________________________________________

Address: _______________________________________________________________

Email: ____________________________

Daytime Contact No.: _______________    Mobile No.: _______________________

Current job role: _______________________________________________________

Address of current employer:

_____________________________________________________________________

_____________________________________________________________________

Number of years in present employment: _________________________________
Part 2  Course Details

Please place a tick against the course you are applying for:

FOUNDATION COURSES

London Foundation Course  □
Manchester Course  □
Midlands (Birmingham) Foundation Course  □
Oxford Course  □
Turvey (Bedfordshire) Course  □
York Course  □

DIPLOMA IN GROUPWORK PRACTICE COURSES

London Diploma Course  □
Manchester Diploma Course  □
York Diploma Course  □

QUALIFYING COURSES in GROUP ANALYSIS

London Qualifying Course  □
Manchester Qualifying Course  □

DIPLOMA IN REFLECTIVE PRACTICE IN ORGANISATIONS

London Diploma  □
1. Have you already applied for a place on the course?  Yes ☐  No ☐

2. Have you been accepted on the course?  Yes ☐  No ☐

3. If you have not yet been accepted, when do you expect to know the outcome?

4. If you have not yet applied for the course, when do you expect to do this?

Part 3. Supporting Statement

You may attach a statement to this form or continue on another sheet.

1. Please describe how you intend to apply the learning from the course for which you have applied, and how the course will benefit … (see below)

   a. … You personally:

   b. … Your career development:

   c. … How others will benefit:

Part 4. Financial statement and funding sources

1. What is your estimated total household income? Please tick one box only:

   Less than £10,000 ☐
   £10,000 - £20,000 ☐
   £20,000 - £30,000 ☐
   £30,000 - £40,000 ☐
   £40,000 - £50,000 ☐
   £50,000 - £60,000 ☐
   More than £60,000 ☐

Please note that you may be asked to provide evidence of your household income
2. Please provide details of any courses that you have self-funded over the last 5 years including the dates and the estimated fees you paid:

_________________________________________________________________________

_________________________________________________________________________

_________________________________________________________________________

_________________________________________________________________________

_________________________________________________________________________

3. Have you received a bursary from the IGA before? Yes ☐ No ☐

If Yes, please specify the date, course title and amount: __________________________

_________________________________________________________________________

_________________________________________________________________________

_________________________________________________________________________

4. Have you received or applied for funding assistance from any other sources for the course you are now applying for, including from other IGA course providers? Yes ☐ No ☐

If Yes, please specify the name and contact details of the source(s) and the amount: _____

_________________________________________________________________________

_________________________________________________________________________

_________________________________________________________________________

Declaration

I confirm that, to the best of my knowledge, the details I have supplied are complete and accurate.

Signature:

Date:
Completed Application Forms should be scanned and emailed to:

Sam Evans, National Training Manager
Email: Office@groupanalysis-uk.co.uk

If you are unable to email, please post to the IGA’s address:

Sam Evans, National Training Manager,
Institute of Group Analysis, 1 Daleham Gardens, London, NW3 5BY

Closing date for Bursary Applications: 30 June
Bursary Application Decisions: 30 August