

1. Create Your Account & Log in

Register using your student number (eg 5013456), date of birth, and password.

Once you have registered, you will receive an email for you to verify your account. Please follow the instructions in the email to complete your registration.

Once you have verified your account you can then log in.

CCG Chichester College Group Student Portal

Welcome to the Student Portal

Welcome to your bursary application system for the 26/27 academic year.

To find out how Chichester College Group administers bursaries please read our [Application Guidelines and Policy](#) using the link below:

[Application Guidelines & Policy](#)

Privacy Notice

The Chichester College Group is committed to protecting your privacy and personal data. Any information you provide will be used to assess your eligibility for the learner support grant. The college will share this information with government agencies acting on behalf of the Department for Education (DfE) for the purposes of official audit.

For more information about the data we collect, how we use it, and your rights under data protection legislation, please read our [Student Privacy Notice](#).

No student number?

If you are not yet enrolled and don't have a student reference number then please click the button below to register and supply us with your personal details today.

Register

Register

If you are enrolled at the College or have received an offer, please use your student reference number to register for your bursary application.

Student Number:

Date of Birth:

Password:

Confirm Password:

Register

Login

If you have already registered then please enter your student reference number, date of birth and your password.

Student Number:

Date of Birth:

Password:

Forgotten your password?

Login

Privacy notice

2. Dashboard

Once you have successfully logged in you will be taken to the PayMyStudent dashboard.

You can begin your application by clicking on the blue box.

CCG Chichester College Group Student Portal

Edd Nosnibor

2025 - 2026

Welcome Edd

Welcome

Welcome to the student portal. To apply for funding, please follow the instructions below.

[Click here to proceed with your application for funding](#)

[Click here to change your bank details only](#)

[Click here to upload evidence](#)

Home

Home

Attendance

Timetable

Bursary

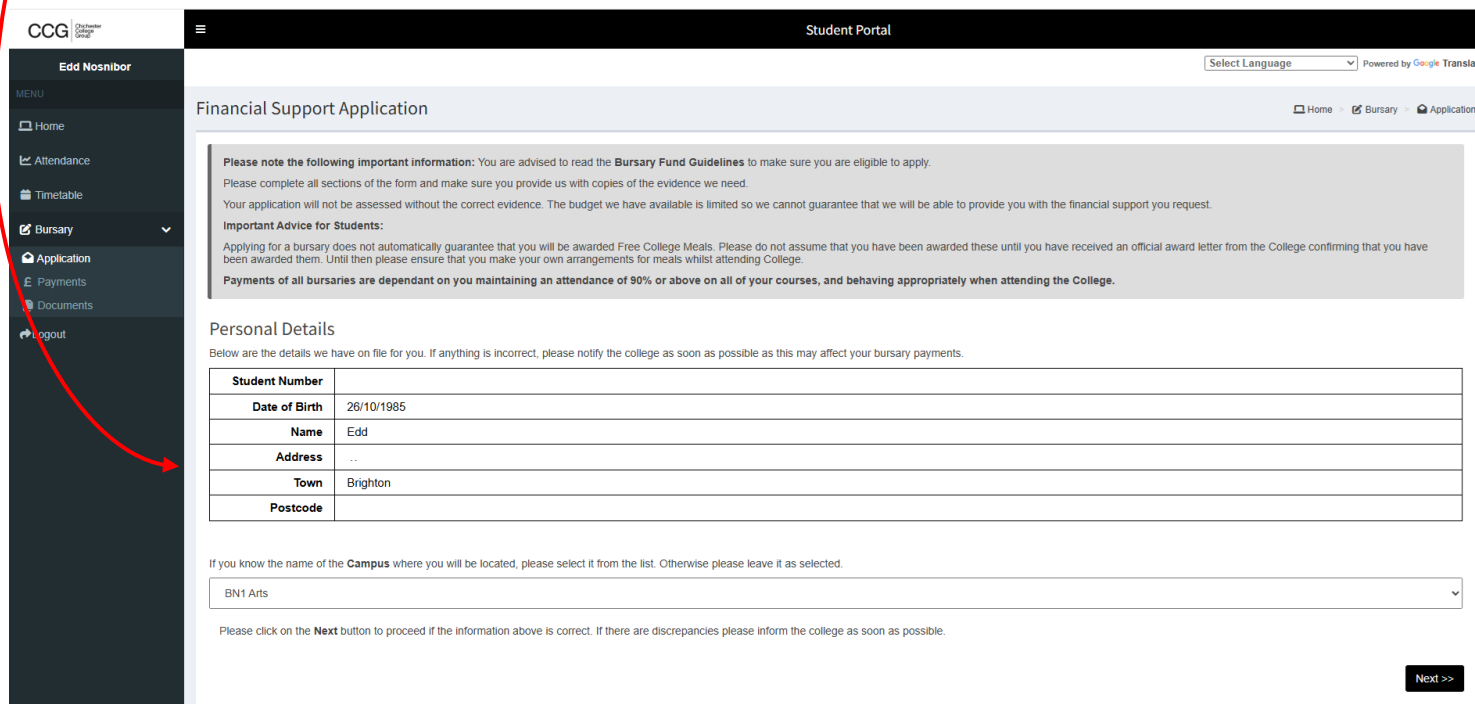
Logout

TIP: At the end of each page you will see the NEXT button, click this and you will move between the pages of the application form.

3. Personal Details

Check that your details are correct. You cannot edit these yourself.

If there are any errors, please contact **Student Finance** via email at **studentfinance@chigroup.ac.uk**



CCG Chichester College Group

Student Portal

Select Language Powered by Google Translate

Home Bursary Application

Financial Support Application

Please note the following important information: You are advised to read the **Bursary Fund Guidelines** to make sure you are eligible to apply. Please complete all sections of the form and make sure you provide us with copies of the evidence we need. Your application will not be assessed without the correct evidence. The budget we have available is limited so we cannot guarantee that we will be able to provide you with the financial support you request.

Important Advice for Students:

Applying for a bursary does not automatically guarantee that you will be awarded Free College Meals. Please do not assume that you have been awarded these until you have received an official award letter from the College confirming that you have been awarded them. Until then please ensure that you make your own arrangements for meals whilst attending College.

Payments of all bursaries are dependant on you maintaining an attendance of 90% or above on all of your courses, and behaving appropriately when attending the College.

Personal Details

Below are the details we have on file for you. If anything is incorrect, please notify the college as soon as possible as this may affect your bursary payments.

Student Number	
Date of Birth	26/10/1985
Name	Edd
Address	..
Town	Brighton
Postcode	

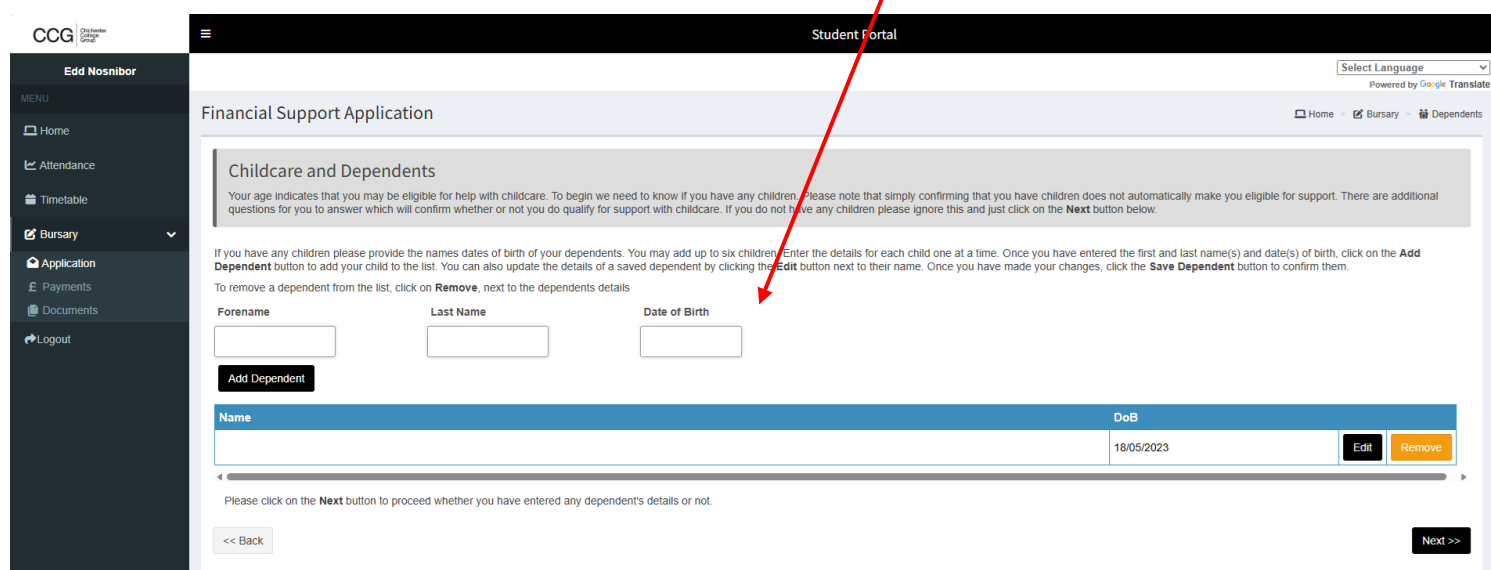
If you know the name of the **Campus** where you will be located, please select it from the list. Otherwise please leave it as selected.

BN1 Arts

Please click on the **Next** button to proceed if the information above is correct. If there are discrepancies please inform the college as soon as possible.

Next >>

On the next screen you can tell us about any dependents that you may require childcare support (if required) for on the days that you are required to be on campus:



CCG Chichester College Group

Student Portal

Select Language Powered by Google Translate

Home Bursary Dependents

Financial Support Application

Childcare and Dependents

Your age indicates that you may be eligible for help with childcare. To begin we need to know if you have any children. Please note that simply confirming that you have children does not automatically make you eligible for support. There are additional questions for you to answer which will confirm whether or not you do qualify for support with childcare. If you do not have any children please ignore this and just click on the **Next** button below.

If you have any children please provide the names dates of birth of your dependents. You may add up to six children. Enter the details for each child one at a time. Once you have entered the first and last name(s) and date(s) of birth, click on the **Add Dependent** button to add your child to the list. You can also update the details of a saved dependent by clicking the **Edit** button next to their name. Once you have made your changes, click the **Save Dependent** button to confirm them.

To remove a dependent from the list, click on **Remove**, next to the dependents details

Forename Last Name Date of Birth

Add Dependent

Name	DoB	Edit	Remove
	18/05/2023		

Please click on the **Next** button to proceed whether you have entered any dependent's details or not.

<< Back Next >>

4. Application Questions

Answer all the questions about household income – this means the house you live in.

Income evidence usually relates to the income of your parent(s), guardian(s), or other responsible adult(s) in your household. If you live independently, you should upload evidence of your own income. Learners aged 16–18 who live independently, are care experienced, or receive Universal Credit in their own name must provide evidence of their income.

Adult learners are required to provide evidence of their own income, as well as the income of any other adults living in the household, such as a partner or spouse.

In this section, you can also indicate which types of financial support you would like to apply for.

Important: Bursary funding is limited. Any bursaries or support not requested as part of your initial application may not be available or approved if you submit a later application. To maximise your eligibility, please ensure you apply for all relevant support when completing your first application.

Tip: When completing your application, make sure you select all the types of financial support you wish to be considered for.

Support categories are as follows:

- Travel
- Childcare
- Free College Meals
- Mandatory Equipment and Course Materials

The screenshot shows the 'Financial Support Application' form. On the left is a dark sidebar menu with options: Home, Attendance, Timetable, Bursary, Application, Payments, Documents, and Logout. The main content area has a header 'Financial Support Application' and a breadcrumb trail 'Home > Bursary > Eligibility'. Below the header is a grey box titled 'Eligibility Questions' with instructions: 'We need to understand more about your circumstances, please answer the following questions as accurately as you can. Your responses will help determine your eligibility for bursary funding. Once you have answered all the questions, click Next to continue.' The first question is 'We need to know about the level of income per year in your household. Please choose the option which best fits your current situation. Required ?'. It has three radio button options: '£0 to £16,190' (selected), '£16,191 to £30,000', and 'Over £30,000'. The second question is 'Please select all current sources of household income that are applicable. Evidence of all current income received in your household will need to be provided in the next section. Required'. It says 'Please select all that apply' and lists several options with checkboxes: 'Universal Credit' (checked), 'Employment and Support Allowance', 'Income Support', 'Income from state pension/pension credit', 'Support under Part VI of the Immigration and Asylum Act 1999', 'Employment', 'Self employed', 'In Care or Care Leaver', 'Income from Private Pension', and 'Other income - Bank Statements'. The third question is 'Do you have an Advanced Learner Loan? Required' with radio button options 'Yes' and 'No' (selected). A red arrow points from the top of the page down to the 'Eligibility Questions' section.

5. Upload Evidence

You must upload all requested supporting evidence, as the documents required are based on the answers you provided in previous sections of your application.

The evidence requested may include:

- Payslips
- Universal Credit statements
- Proof of residency
- A child's birth certificate

IMPORTANT: You must provide income evidence for all adults living in your household, where applicable. Submitting complete evidence at the time of application will help prevent delays in processing your funding application.

Financial Support Application

Home Bursary Evidence

Evidence of Eligibility

If you have access to a scanner, a smart phone, or a digital camera, you can take copies of the required documents and upload them on this page.
You may still be required to bring the original documents with you to the college at a later stage, but submitting copies now will help speed up your application.

Below is a list of the evidence required based on your selections and the information you have provided.
Any documents you upload that meet the requirements will be marked with a green tick in the list below. You can also upload additional evidence that is not listed as required; these documents will still appear in the list, but without a green tick.
Once you have uploaded your evidence, you can remove documents from the list, provided your application has not already been processed.

Question: Please select all current sources of household income that are applicable. Evidence of all current income received in your household will need to be provided in the next section.

Your answer: Universal Credit

All these evidence documents must be uploaded

[Click here to upload another page of your Full Universal Credit Award Statements \(last 3 months full statements are required\)](#)

Please provide full statements from top to bottom, showing all allowances and deductions that are used to calculate the final payment amount. Statements are accessible from the Universal Credit online account.
Please do not upload screenshots unless they show a complete statement in one single screenshot. We suggest downloading your statements as a PDF.

screenshot 2026-03-24 133006.png uploaded 17/06/2026 at 13:41	Accepted by the college ✓
screenshot 2026-03-20 115640.png uploaded 17/06/2026 at 13:41	
screenshot 2026-03-17 165332.png uploaded 17/06/2026 at 13:41	Accepted by the college ✓

6. Bank Details

Add your bank details on this page. If you do not have these available at the time of application, or you are in the process of opening your bank account, you can return and provide this information later.

PLEASE NOTE: any approved funding payments can only be made once valid bank details have been submitted.

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Financial Support Application

Home

Bursary

Financial

Bank details

In order to provide you with financial support we require your bank details. Your bank account number and sort code will be validated when you click on **Next**. Please make sure the details you enter are correct.

We encrypt all bank account numbers for security reasons and so will only ever show you the last 4 digits of your account number once the details have been saved. If you do not have a bank account or cannot provide your bank details right now then please leave all the fields blank and just click on Next.

Sort Code

Account Number

Bank Name

Account Holder Name

Roll Number

If you bank with a credit union or building society you will also have a roll number. This is not the same as your account number and not your full 16 digit card number

Please click on the Next button to proceed

<< Back

Next >>

7. Review and Submit

Check your answers, sign, and submit your application.

Kit/Equipment

Compulsory Supplement

Meals

Exam Fees

Childcare

UCAS

Are you over 20 and require childcare support

No

Declaration

To be completed by the applicant (student):

I declare that all the information provided in support of this application is true, accurate, and complete to the best of my knowledge. I understand that if any information is found to be incorrect or misleading, my application may be void and any funds awarded to me may be repayable to the college.

I also acknowledge that all travel payments are subject to maintaining a college attendance of **90% minimum**.

Please note: Ensure that the application is fully complete, and that all relevant documentation has been included. If information is incomplete or documents are not available, this will delay your application being processed.

[Student Bursary Policy 2025](#)

☒ I agree to the declaration as stated above.

Personal information provided on this form will be used to process your Learner Support Grant application and will be stored in accordance with the college's retention policy.

All information will be handled in line with current data protection legislation, as well as the college's Data Protection Policy and Privacy Notice, which are available on our website.

If you have any queries or need any advice or guidance, please contact the Student Finance Team either by email: studentfinance@chigroup.ac.uk

Or on the contact numbers below:

Telephone:

Chichester/Worthing/Haywards Heath/Brinsbury: 01243 786321 ext. 2119 or 2325

Crawley: 01293 442204

Brighton MET (Central/East): 01273 667788 ext. 474 or 394

Northbrook (West Durrington/Shoreham): 01903 273014

Signee Name/s

Edd

Learners are required to accept the Terms & Conditions and provide their full name as an electronic signature on all application forms before submitting.

PLEASE NOTE: Your application will only be assessed once you have accepted the Terms & Conditions and signed.