**BANK FORM**

(Please turn over for TAX FORM)

**BANK BRANCH** (Eg. Cardiff, Bristol etc.):

**EMAIL ADDRESS** (For pay slips):

**BANK NAME** (Eg. Halifax, Barclays etc.):

**MOBILE NUMBER:**

**STUDENT NUMBER:**

**FULL NAME** (Inc. Middle Names):

**BANK ACCOUNT NUMBER** (8 DIGITS):

**BANK SORT CODE** (6 DIGITS):

I HAVE RECEIVED AND READ A COPY OF THE CARDIFF UNIVERSITY STUDENTS’ UNION CASUAL EMPLOYMENT CONTRACT, I UNDERSTAND AND ACCEPT THE TERMS:

|  |  |
| --- | --- |
| **SIGNED:** | **DATE:** |
|  |  |

**DO NOT COMPLETE - FOR JOBSHOP OFFICE USE ONLY:**

|  |  |  |  |
| --- | --- | --- | --- |
| **STUDENT CARD EXPIRY DATE:** | **UG/ PGT/ PGR:** | | **HOME / EEA / VISA:** |
|  |  | |  |
| **VISA EXPIRY DATE:** | | **TIER 4 VISA RESTRICTIONS:** | |
|  | |  | |

**TAX FORM**

(Please turn over for BANK FORM)

Please use capital letters when completing this form.

If you later receive a P45 from a previous employer then you will need to hand it in to the Jobshop to update your tax records.

National Insurance Number

This is very important in getting your tax and benefits right

**Your Details**

Title –enter MR, MRS, MISS, MS or other title

Date of birth DD MM YYYY

Address including house name or flat name

Postcode

Surname or family Name

I can confirm that information is correct

Date DD MM YYYY

**Signature and Date**

C – I have another job or receive a state or occupational pension.

**C**

**B**

B – This is now my only job, but since last 6 April **I have** had another job, or have received taxable Jobseeker’s Allowance or incapacity occupational pension. I do not receive a state or occupational pension.

Gender. Enter ‘X’ in the appropriate box.

Male

First or given Name(s)

Course Level. Enter ‘X’ in the appropriate box.

RESEARCH PG

TAUGHT PG

UG

Prefer not to say

Female

**Your Present Circumstances**

**Student Loans**

1. Do you have a Student Loan which is not fully repaid?

Read all of the following statements carefully and enter ‘X’ in the **one** box that applies for you.

YES

NO

NO

YES

2. Are you currently repaying your Student Loan direct to the Student Loans Company by agreed monthly payments?

A – This is my first job since last 6 April and **I have not** been receiving taxable Jobseeker’s Allowance or taxable incapacity benefit or a state or occupational pension.

**A**

**IF ‘YES’ TO QUESTION 2 PLEASE CONTINUE BELOW:**

Student Loan Plans

You will have a **Plan 1** loan if:

* You lived in Scotland or Northern Ireland when you started you course, or
* You lived in England or Wales and started your course before 1st September 2012

You will have a **Plan 2** Student Loan if you lived in England or Wales and started your course on or after 1st September 2012.

What type of Student Loan do you have?

Plan 2

Plan 1

Did you finish your studies before the last 6th April?

NO

YES