



COMHAIRLE NAN EILEAN SIAR

Sandwick Road, Stornoway. HS1 2BW

Rathad Shanndabhaig, Steornabhagh. HS1 2BW

«Forename» «Surname»
 «ad1»
 «ad2»
 «ad3»
 «ad4»
 «postcode»

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Our Reference	CI/CI
Your Reference	
Date	21/05/08

Dear «Forename» «Middle_Names»

EDUCATION MAINTENANCE ALLOWANCE 2008/2009

Have you applied for this years Education Maintenance Allowance? If you were born before 1 March 1989 and 28th February 1993 you may be eligible for EMA. Please read the under noted guidance notes which will help you decide your eligibility.

- If you are 16 years of age before 30 September 2008, you may be eligible for EMA from the beginning of the school term.
- If you will be 16 years of age between 1 October 2008 and 28 February 2009 you may be eligible for an EMA from January 2009.
- Your application is assessed on your family's total gross taxable household income for the period 2007/2008 of which the Income Thresholds for the EMA Programme, Academic Year 2008/2009 are as follows:

<u>Household Income</u>	<u>Weekly Award</u>
£0 - £21,835	£30.00
£21,836 - £26,769	£20.00
£26,770 - £32,316	£10.00
Over £32,316	£0

- You may be eligible to receive a provisional award if the previous years income is not reflective of the current circumstances.
- We must receive your application within the first 6 weeks of the first eligible day of the school term in order to have your application backdated; otherwise the award can only be made from the week it is received by this office.

Application forms are available from your school office or from us at the above number.

If you have any queries on your eligibility, please do not hesitate to contact me on 01851 709 546 or Ann Mairi Macaskill on 01851 709 470.

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Catriona Maciver
Administrative Assistant
Department of Education

School	«School»
SCN	«SCN»
DOB	«DOB»