

Disabled students who are registered with the Disability Service and who have been offered a room in Trinity Accommodation (on campus or Trinity Hall) will be invited to apply for a means-tested Bursary.

Trinity Development and Alumni support the Disabled Student Accommodation Bursary each year by donating money to support disabled students in financial need with their accommodation costs.

The purpose of this Bursary is to contribute money towards the accommodations costs of disabled students who meet the eligibility criteria below.

## Eligibility Criteria:

1. You must have accepted an offer of campus accommodation (including Trinity Hall)
2. You must be registered with the Disability Service
3. You must be in financial need.

Students can only apply for the Bursary **once per year**. If awarded the Bursary, the Bursary is a contribution towards your accommodations **for the full academic year**.

Number of Dependent Children	Income Threshold
Less than 4 dependent children in the household	€38,500
Between 4 and 7 dependent children in the household	€41,015
8 or more dependent children in the household	€43,428
Special rate of SUSI + Yearly Cost of Disability	

## Information Session:

If you have any questions about the Accommodation Bursary application process, please watch the information session about the Accommodation Bursary on our YouTube channel <https://www.tcd.ie/disability/support-and-resources/application-for-rooms/> **Please note that the video refers to the figures for 2022/23 – these have been increased for 2024/25 and are listed above.**

## What Students Have Said About the Bursary:

### Student 1

"The accommodation bursary will take massive pressure off my family and I for the coming year...as my disability is affected by standing and sitting for long periods of time, having to work part-time after a day of lectures, labs and studying would leave me extremely exhausted. Receiving the accommodation bursary will relieve the pressure of having to find a part time job, allowing me to keep on top of my studies and also look after myself and my health. Receiving the accommodation bursary will allow me to enjoy another year in TCD, stress-free."

### Student 2

"The accommodation bursary has been very beneficial for me and my family in financing my student accommodation. Before being aware of this system, my parents and I were in a very lost and confused position on how I would go about continuing my education in Trinity college, because the price of accommodation is very inflated, and we did not have sufficient savings and resources to cover them. It was always a lifelong aspiration for me to attend college here and thanks to the accommodation bursary it has been a dream come true."

### Student 3

"The Accommodation Bursary will alleviate a significant number of challenges for me and ease the pressure and demands on my strength, energy levels and mental fatigue. Being on campus where I will have access to study resources will help me not fall behind on my workload. I will also be in a central location of town with ease of access to my hospital and doctors' check-ups, giving me further time to study and engage with the requirements of my course. Being on campus will mean that I can additionally have the option to participate with the social activities on campus and will massively

improve my confidence, motivation, and sense of connection. For the first time ever – I can't wait for summer to be over so I can get back to college!"

## **Supporting Documentation Guidelines:**

Please read Scenario A and Scenario B below to understand what supporting documentation we need from you.

### **Scenario A**

**If you were living with your parents/guardians outside of term time in 2024 (this refers to the place in which you lived when you were not in School/College during the academic year 2024/2025)**

And were in receipt of a SUSI grant in 2024/25, please submit the following:

1. Bank statements for the last 3 months for all accounts in your name e.g. Current account/savings account/Revolut/Credit Union etc.
2. Your SUSI letter from 2024/25 including the reckonable income assessment page.

Or were not in receipt of a SUSI grant in 2024/25, please submit the following:

1. Bank statements for the last 3 months for all accounts in your name e.g. Current account/savings account/Revolut/Credit Union etc.
2. Your 2024 Statement of Liability if you were employed in 2024 (all pages).
3. Your 2024 Social Welfare Balancing Statement if you were unemployed in 2024 (all pages).
4. Your 2024 Notice of Self Assessment if you were self-employed for 2024 (all pages).

AND

1. Your parents/guardians' 2024 Statement of Liability if they were employed in 2024 (all pages).
2. Your parents/guardians' 2024 Social Welfare Balancing Statement if they were unemployed in 2024 (all pages).
3. Your parents/guardians' 2024 Notice of Self Assessment if they were self-employed in 2024 (all pages).

## **Scenario B**

### **If you were financially independent in 2024 (over the age of 23 and living independently from your parents/guardians)**

And were in receipt of a SUSI grant in 2024/25, please submit the following:

1. Bank statements for the last 3 months for all accounts in your name e.g. Current account/savings account/Revolut/Credit Union etc.
2. Your SUSI letter from 2024/25 including the reckonable income assessment page.

Or, were not in receipt of a SUSI grant in 2024/25, please submit the following:

1. Bank statements in your name for the last 3 months for all accounts in your name e.g. Current account/savings account/Revolut/Credit Union etc.
2. Your 2024 Statement of Liability if you were employed in 2024 (all pages).
3. Your 2024 Social Welfare Balancing Statement if you were unemployed in 2024 (all pages).
4. Your 2024 Notice of Self Assessment if you were self-employed for 2024 (all pages).
5. A recent utility bill in your name.
6. Proof of lease/mortgage in your name.

If you had a spouse/partner living with you in 2024, please submit the above documents plus the following:

1. Your spouses/partner's 2024 Statement of Liability if they were employed in 2024 (all pages).
2. Your spouse/partner's 2024 Social Welfare Balancing Statement if they were unemployed in 2024 (all pages).
3. Your spouse/partner's 2024 Notice of Self Assessment if they were self-employed in 2024 (all pages).

## **Supporting Documentation Samples:**

The below sample documents will help you understand what it is you need to submit for your application.

You can download these documents from your online Revenue account.

**SAMPLE NOTICE OF SELF ASSESSMENT**

**Self Assessment – Chapter 4 of Part 41A TCA 1997**  
**Income Tax for the year ending 31/12/2019**

Dear Sir/Madam

I acknowledge receipt of your income tax return and self assessment for the year ending 31/12/2019. Details of your Self Assessment are set out as follows:

Amount of income or profits arising for this period	€43,302.00
Amount of income tax chargeable for this period	€7,356.30
Amount of USC chargeable for this period for self	€163.52
Amount of USC chargeable for this period for spouse	€461.16
Amount of PRSI chargeable for this period for self	€567.68
Amount of PRSI chargeable for this period for spouse	€892.00
Amount of tax payable for this period	€4,489.56
Amount of surcharge due under S 1084 because of:	
• late filing of this return or	€0.00
• of non-compliance with LPT requirements	€0.00
Amount of tax paid directly to the Collector General for this period	€5,000.00
<b>Balance of tax overpaid for this period</b>	<b>€510.44</b>

This overpayment will be dealt with as soon as possible.

Payments made to Revenue that have not yet been debited from your bank account are not reflected in the Balance above.

Yours Faithfully,

District Manager

# SAMPLE P21 STATEMENT OF LIABILITY

In all correspondence please quote:  
PPS No:

Notice No:



PPS No: 12345678901234567890

6th Jul 2020

PAYE/USC STATEMENT OF LIABILITY FOR THE TAX YEAR 2019			
<b>PAYE Calculation</b>			<b>€</b>
Income	(See Panel 1 overleaf for a breakdown)		44,389.97
Less: Deductions	(See Panel 3 overleaf for a breakdown)		0.00
Taxable Income			44,389.97
Charged as follows			
	€	@ 20 %	= €
	44,389.97		8,877.99
Tax Due:			8,877.99
Plus:	Tax Retained by you (See Panel 5 overleaf for a breakdown)		0.00
	Adjustments (See Panel 7B overleaf for a breakdown)		0.00
Gross Tax Payable			8,877.99
Less:	Tax Credits (See Panel 4 overleaf for a breakdown)		8,209.91
	Taxes Deducted (See Panel 2 overleaf for a breakdown)		5,278.02
	Reliefs (See Panel 6 overleaf for a breakdown)		0.00
	Adjustments (See Panel 7A overleaf for a breakdown)		0.00
PAYE Result:			13,487.93
Overpayment			4,609.94
<b>Income Chargeable to USC (see panels 9 and 10 overleaf for a breakdown)</b>			
SELF	12,012.00 @ 0.5% = 60.06	SPOUSE	€
	2,899.12 @ 2% = 57.98	USC Exempt	€
Less:	USC Deducted:	724.42	Less:
USC Result:	Overpayment	606.38	USC Deducted:
Final Result:		Overpayment	5,216.32
<b>Treatment of Result</b>			
A payment of €4555.93 will be made to your bank a/c.			
A payment of €660.39 will be made to your spouse's bank a/c.			

## Notice

I, the above named Inspector, give notice that I have directed that this statement shall be treated in all respects as if it were an assessment to tax raised on you.

## What if you do not agree with the result on this PAYE/USC Statement of Liability?

If you do not agree that the result reflects your income or your claims for tax credits, allowances or reliefs for the tax year, you may contact us through myAccount (using MyEnquiries) on [www.revenue.ie](http://www.revenue.ie) or by using the phone number or address shown above. We will recheck the result and, if appropriate, make any necessary change.

## Appeal this Statement to the Tax Appeals Commission (an independent statutory body)

If you wish to appeal against this Statement, you must do so within the period of 30 days after the date of this Statement by completing and submitting a Notice of Appeal form to the Tax Appeals Commission (TAC). The Notice of Appeal form, which is available on the TAC's website [www.taxappeals.ie](http://www.taxappeals.ie) contains the address to which an appeal is to be sent. You will be required to submit a copy of this Statement with your Notice of Appeal.

## SAMPLE SOCIAL WELFARE BALANCING STATEMENT

Oifig Seirbhísí Leasa Shóisialaigh



Social Welfare Services Office

25 11 2020

PPSN:

Please find enclosed a statement of the payments you have received from this Department from 01 January 2019 to 31 December 2019.

If you require a statement of your payments in the future, you can request this online at [www.welfare.ie](http://www.welfare.ie)

Please quote your PPS No. (found at the top of this letter) in any phone or written contact with this office.

Yours sincerely,

Department of Employment Affairs and Social Protection

PPSN:

Period From: 01/01/2019 To: 31/12/2019

Scheme:	Total paid during period:
SAMPLE ALLOWANCE	12173.00 Euro
Total Amount Paid:	12173.00 Euro

### Data Protection Statement

The Department of Employment Affairs and Social Protection administers Ireland's social protection system. The Department requires customers to provide certain personal data in order to determine eligibility for relevant payments and or benefits. Your personal data may be exchanged with other Government Departments in certain circumstances where this is provided for by law. Full details of the Department's data protection policy setting out how we will use your personal data as well as information regarding your rights as a data subject are available at [www.welfare.ie/dataprotection](http://www.welfare.ie/dataprotection). Details of this policy are also available in hard copy upon request.

Lo-Call: 1890-500 000 (Rep. of Ireland only)