

## KING'S COLLEGE LONDON THEOLOGICAL TRUST

King's College London Theological Trust was founded in 1980 with funds realized as a result of the transfer to the general purposes of the College of the former Theological Hostel. The Trust is empowered to provide financial assistance to students and former students of the Department of Theology and Religious Studies/Department of Education & Professional Studies under the following headings:

- (1) Furthering the education of students and of former students of the Department of Theology and Religious Studies in such ways as the Trustees think fit
- (2) Furthering the vocational training of such students and former students and in particular of those who intend to seek ordination in the Church of England
- (3) The advancement of the Christian religion, particularly in accordance with the doctrines of the Church of England, among such students and former students.

The Trustees fulfil the terms of the Trust through the Overseas Scholarship and the Individual Small Grants. Details about the Individual Small Grants can be found below.

### Individual Small Grants

The Trustees make grants to individual students accepted by the Department of Theology and Religious Studies<sup>1</sup> principally to assist with the cost of tuition fees for home students, although requests for grants for other purposes, such as thesis preparation and travel in connection with research can be considered. Grants are for one year, but recipients may apply to the Trustees for the renewal of a grant for a second or subsequent year/s subject to evidence of continuing need and the receipt of a satisfactory report from the student's academic supervisor.

The maximum amount offered for the Individual Small Grant is normally £4,000, just below the home student part time tuition fee, but please note that it is unusual that this maximum amount will be awarded. The funds of the Trust are strictly limited, and the Trustees are able to meet only a proportion of the requests which they receive. Applicants for Individual Small Grants should be in a position to meet a significant part of their study costs from other sources. Please note, should a student decide to interrupt their studies they should be mindful their award maybe proportionately reduced. It is also the responsibility of the student to inform the Theological Trust in respect of this, failure to do so could result in their award being withdrawn.

### How to apply

The application pack includes an application form and a reference form.

#### Application form

Please ensure that all sections of the application form are completed as incomplete applications may not be processed.

Demonstrable financial need is one of the core criteria used by the Trustees in assessing applications, although an excess of income over expenditure should not deter you from applying. In the event of any query, you may be asked to provide evidence for the figures you provide by the Trustees and any awards made will be subject to satisfactory evidence being received.

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<sup>1</sup> **Please note:** applicants from the Department of Middle East and Mediterranean Studies must be able to demonstrate a clear link with Theology or Religious Studies in order to qualify for an award.

### Covering letter

In addition to the details, you are asked to supply in the application form, you are advised to supply a brief covering letter outlining your reasons for applying to the Theological Trust and highlighting any circumstances you wish the Trustees to take into account.

### References

You are required to provide two references. Both referees need to be members of staff at King's College London, except in the following circumstances:

- if you have only just begun your studies, you may substitute **one** academic reference from another institution.
- if you are yet to start your studies then one reference from another institute can be provided.
- if you are an Ordinand in the Church of England, one of your referees **must** be an academic member of staff from your Theological College/training programme.
- if you are engaged in professional Christian ministry, you may substitute **one** reference from a senior colleague (e.g., Bishop, Archdeacon), Continuing Ministerial Education Officer or similar.

Please forward a copy of the reference form directly to your referees, **ensuring that you have asked their permission before you do so.**

**Please note: it is the applicant's responsibility to ensure that the application form and references are returned to the Clerk to the Trustees by the specified deadline as late documentation will not be processed.**

Application packs for an Individual Small Grant may be downloaded from:

[King's College London Theological Trust | Department of Theology & Religious Studies | King's College London](#)

Application forms may also be obtained from the Clerk to the Trustees:

Email [theoltrust@kcl.ac.uk](mailto:theoltrust@kcl.ac.uk)

**Note for applicants:**

Please complete section A below before providing both referees with a copy of this form. Both referees need to be members of staff at King's College London, except in the following circumstances:

- if you have only just begun your studies, you may substitute **one** academic reference from another institution.
- if you are an Ordinand in the Church of England, one of your referees **must** be an academic member of staff from your Theological College/training programme.
- if you are engaged in professional Christian ministry, you may substitute **one** reference from a senior colleague (e.g. bishop, archdeacon), Continuing Ministerial Education Officer or similar.

Financial awards will be subject to satisfactory reports from either the Department of Theology and Religious Studies or the Department of Education and Professional Studies. Please ensure that you ask permission of both referees before forwarding your form.

**Note for referees:**

Thank you for agreeing to provide a reference in support of the candidate below for the King's College London Theological Trust. Please complete section B below and return the completed form directly to the Clerk of Trustees by email to [theoltrust@kcl.ac.uk](mailto:theoltrust@kcl.ac.uk). References need to be received **by the application deadline of 12 noon on Friday 3<sup>rd</sup> October 2025**. No further reference request will be sent to referees by the Clerk to the Trustees.

Further details on the Theological Trust may be found online: [King's College London Theological Trust | Department of Theology & Religious Studies | King's College London](#)

**Section A:** *to be completed by the applicant prior to forwarding the form to their referee*

Name	
Student ID number (if known)	
Programme of study	
Current year of study	
Academic year you are applying funding for	

**Section B:** *to be completed by the referee*

Name	
Job title	
Email address	
Telephone number	
How do you know this applicant?	

Section B continued

King’s College London Theological Trust was founded in 1980 with funds realized as a result of the transfer to the general purposes of the College of the former Theological Hostel. The Trust is empowered to provide financial assistance to students and former students of the Department of Theology and Religious Studies and the Department of Education & Professional Studies (Theology and Ministry) under the following headings:

- Furthering the education of students and of former students of the Department of Theology and Religious Studies/Department of Education & Professional Studies in such ways as the Trustees think fit.
- Furthering the vocational training of such students and former students and in particular of those who intend to seek ordination in the Church of England.
- The advancement of the Christian religion, particularly in accordance with the doctrines of the Church of England, among such students and former students.

Please use the space below (using additional sheets if necessary) to give your reasons for supporting this application for a financial award from the Theological Trust, using the above criteria as a guideline. You may also wish to comment on academic potential and/or academic progress, attendance record (for academic referees), and financial need. If the applicant has only recently started at King’s, please give an indication of their attendance and progress so far.

Signature of referee:..... Date:.....

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Thank you for applying for an individual small grant from the King's College London Theological Trust. Please ensure that you have fully read the application guidelines and you meet the criteria to apply before completing this form. All details below should be completed as accurately as possible, any forms not fully completed may not be considered by the Theological Trust.

## 1. PERSONAL DETAILS

Title (Mr, Miss, Ms, Dr, The Revd etc)	.....
Surname	.....
Forenames	.....
Address	..... ..... ..... .....
Telephone number	.....
Email address	.....
Date of birth	.....
Nationality	.....
Student I.D number	.....
Work permit status	.....

## 2. PREVIOUS APPLICATIONS

Have you applied to the Theological Trust before?	.....
If Yes, please list date(s) of previous application(s) (month/year) if applicable (list all)	.....
Amount(s) awarded (if applicable)	.....

### 3. ACADEMIC QUALIFICATIONS

University or College	Subject	From (month/year)	To (month/year)	Result (Hons/level attained)
Secondary School	Examinations passed	From (month/year)	To (month/year)	Grades

### 4. OTHER RELEVANT QUALIFICATIONS/TRAINING

Organisation	Course/Training	From (month/year)	To (month/year)	Result

### 5. STUDENT STATUS

Please tick one of the following options:

- ☐ I have been accepted as a student by the Department of Theology and Religious Studies
- ☐ I am currently a student in the Department of Theology and Religious Studies
- ☐ I am a former student of the Department of Theology and Religious Studies

Section 5 continued:

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Programme of study (e.g. MA, MPhil/PhD)	.....
Full time or part time	.....
Start date (month/year)	.....
Completion date/expected completion date (month/year)	.....
Current year of study (e.g. 1 <sup>st</sup> , 2 <sup>nd</sup> ) if applicable	.....
Main area of study (e.g. Systematic Theology)	.....
Academic Year applying for	.....

For applicants undertaking a research degree (MPhil/PhD), please give the provisional title of your thesis below and include a separate sheet with a brief outline of your proposed research.

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6. REFEREES

Please provide the names and contact details of your referees below and forward a copy of the reference form to each, ensuring you ask permission before you do so. It is your responsibility to ensure that references are returned by the application deadline, any references not received could result in your application being unsuccessful.

Referee 1

Name	.....
Job title	.....
Email address	.....
Telephone number	.....
Postal address	..... ..... ..... .....
Relationship to you	.....

Referee 2

Name	.....
Job title	.....
Email address	.....
Telephone number	.....
Postal address	..... ..... ..... .....
Relationship to you	.....

7. FINANCIAL DETAILS

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This financial section must be completed to the best of your knowledge. Unless all the financial details requested are not completed in full, your application may not be considered. **AS FAR AS POSSIBLE, THE INFORMATION GIVEN SHOULD BE APPLICABLE TO THE YEAR FOR WHICH YOU ARE APPLYING FOR A GRANT.** If there is any change in financial or family circumstances (including the award of any other grant) between the time of completing this form and the Trust meeting, this must be communicated to the Clerk to the Trustees immediately.

Amount requested from the Theological Trust (please note the maximum award is £4,000 and this amount will only be awarded under exceptional circumstances)	.....
Cost of annual tuition fees	.....
Duration of Course	.....
Do you have any type of grant or student loan? (Please specify the amount per annum and the academic years for which it will apply.)	..... ..... ..... ..... .....
Have you applied to any other source of funding? (Please specify the amount per annum and the academic years for which it will apply.)	..... ..... ..... ..... .....
May we contact any other body to which you have applied for information about your application?	.....

## 8. ANNUAL INCOME

Present post	.....
Annual salary	.....
Present post of partner (if applicable)	.....
Annual salary of partner	.....
Dependants including children (please state ages of children)	..... .....

Section 8 continued:

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To enable the Trustees to assess financial need, you are asked to provide **predicted figures** for **monthly income and expenditure** under the headings below. Demonstrable financial need is one of the core criteria used by the Trustees, although an excess of income over expenditure should not deter you from applying. In the event of any query, you may be asked to provide further evidence for the figures you have provided by the Trustees and any awards made will be subject to satisfactory evidence being received.

#### A. INCOME

Own income (after tax)	(per month)
Partner's income (after tax)	(per month)
Parental contribution	(per month)
State benefits (e.g. child benefit)	(per month)
Other sources of income (please specify)	(per month)
Total	(per month)

#### B. EXPENDITURE

Tuition fees	(per month)
Accommodation (e.g. rent, mortgage)	(per month)
Council tax	(per month)
Utility bills (e.g. gas, electricity, water, phone)	(per month)
Food	(per month)
Childcare costs	(per month)
Travel costs (please specify public transport/car)	(per month)
Clothing	(per month)
Entertainment	(per month)
Books/stationery	(per month)
Charitable giving	(per month)
Other expenses (please specify)	(per month)
Total	(per month)

Section 8 continued:

C. OTHER FINANCIAL DETAILS

Savings	.....
Loans taken out (not yet repaid)	.....
Property (e.g. home ownership)	.....
Other capital	.....

If there is a deficit between your income and your expenditure, please give details of how you anticipate this deficit will be met:

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9. DECLARATION

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Please ensure the following checklist is complete and all documents have been included:

I confirm that all sections of my application are complete [ ]

I have attached a covering letter briefly outlining my reasons for applying to the Theological Trust [ ]

I have included a brief outline of my proposed research (research students only) [ ]

I declare that to the best of my knowledge the information given above is correct [ ]

Signed:..... Date:.....

Please return an electronic copy of your application and all supporting documents (preferably using Word or PDF format) by email to the Clerk to the Trustees ([theoltrust@kcl.ac.uk](mailto:theoltrust@kcl.ac.uk)) to be received no later than **12 noon on Friday 3<sup>rd</sup> October 2025.**

If you have any questions, please contact the Clerk to the Trustees by email: [theoltrust@kcl.ac.uk](mailto:theoltrust@kcl.ac.uk)

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