



## Education Maintenance Allowance (EMA)

### BANK MANDATE

#### To all students

#### Your Bank or Building Society Account

Please fill in your bank/building society details and then sign and date the form. We need these details because your weekly and bonus payments will be paid into your bank account. If you are not sure about any of these details please confirm with your Bank or Building Society BEFORE you send the form to us. You should also ensure that the account you hold accepts payments by BACS transfer, if not, your payments will be delayed.

Full name of the person holding the account:

Is the account holder the EMA student: Yes  No

Name and address of your Bank / Building Society:   
  
  
 Postcode

Bank / Building Society Sort Code (6 digits):

Bank / Building Society Account Number (8 digits):

Reference / Roll Number (if applicable)

Please note if you have a Bank of Scotland Account, we will require your roll number

Signed:

Name (please PRINT):

Your date of birth:

Date:

Learning Centre attending

**Please return completed forms to the:**

**EMA Unit  
Highland Council  
Town House  
Inverness  
IV1 1JJ**