Adult Education Grants

To the Tutor, Employer or other person well acquainted with the character and capabilities of

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| **Applicant** |  |

Dear Friend

The above applicant has made an application for a grant towards the costs of a course of higher or further education and has named you as a referee.

We seek any information you can give to help us to decide whether to award a grant. Your views will be especially welcome about such things as:

* academic achievement and potential to succeed on the chosen course
* the likelihood of qualifications being useful for and used in the service of the community
* the applicant's character and personality.

Please send your comments to the Grants Programme Officer by email. The deadline for receipt of completed applications (including references) is:

* **26 April** for courses beginning in or after September,
* **26 August** for courses beginning in or after December,
* **11 October** for courses beginning in or after February,

but we would be pleased to receive your response sooner. Thank you, and we look forward to hearing from you.

In Friendship,

Grants Programme Officer

grants@quaker.org.uk