

Learning Support Fund – Travel Expenses

The link to the document about travel expenses can be found [here](#). This document shows you how to fill in the form. These are the basic steps, but for more information, see the guidance document.

STEP 1: Register for an account: <https://www.nhsbsa.nhs.uk/learning-support-fund>

STEP 2: Download the claim form

STEP 3: Print off cover sheet

STEP 4: Fill in form and attach receipts

STEP 5: Have form authorised by university (Placement Office – STEM 4.23)

STEP 6: Send completed form and cover sheet to:

Learning Support Fund (TDAE)
Student Services
Ridgway House
Northgate Close
Middlebrook
Horwich
Bolton
BL6 6PQ