



**16-19 Bursary Fund Application Form 2019/20**

*(Please print details and complete in black ink)*

**SECTION 1: Student Details**

**This section must be completed by the student applying for the bursary**

<b>Student Name</b>		<b>Parent/Carer Name</b>	
<b>Date of Birth</b>		<b>Address</b>	
<b>Home Telephone No.</b>		<b>Mobile No.</b>	
<b>Email</b>		<b>Form</b>	

**SECTION 2: Vulnerable Bursary (up to £1,200 per annum)**

**This section must be completed by the student applying for the bursary**

**Please tick the box that applies to you**

I am living in care	
I am a care leaver	
I am in receipt of Income Support or Universal Credit	
I am in receipt of Employment and Support Allowance or Universal Credit <u>AND</u> Disability Living Allowance or Personal Independence Payments	

Please provide a confirmation letter or supporting documents from the Local Authority or Department of Work and Pensions and enclose with your application

**If you are applying for a Vulnerable Bursary and have completed Section 2 please now go to Section 4**

**SECTION 3 – Discretionary Bursary**

**This section must be completed by the Parent/Carer**

**Part A: Please complete this section if the named student has been in receipt of free school meals**

Has the Named Student received free school meals in the last 6 years <i>(please circle)</i>	yes	no	Please tick if providing a confirmation letter or supporting documents from the local authority	
--	-----	----	---	--

**Part B: Please complete this section if you are employed / self-employed**

Parent/Carer Name	Relationship to Student	Gross Annual Income	Evidence <i>(Please TICK below which documents you are supplying)</i>		
			P60	March 2019 Payslip	Tax Credit Award Letter
1.		£ .			
2.		£ .			

**Part C: Please complete this section if you are in receipt of benefits** *(Do not include working tax credit, child tax credit or child benefit)*

Parent/Carer Name	Relationship to Student	Type of Benefit Received <i>(e.g. Income Support, Job Seekers Allowance etc.)</i>	Evidence <i>(Please TICK below which documents you are supplying)</i>	
			Benefit Award Letter	Tax Credit Award Letter
1.				
2.				

**SECTION 4: Further Information**

Please provide further information below to inform the school what the bursary award will be used for and also give further details of any other circumstances that you would like us to consider to help with your application

## SECTION 5 – Declaration

Please read the declaration below carefully before signing

1. I declare that the statements made on this form are true and to the best of my knowledge and belief are correct in every respect. I undertake to supply any additional information that may be required to support this application. I understand that if I refuse to provide information relevant to my claim the application will not be accepted
2. I also undertake to tell the school of any change in my circumstances in writing. I agree to repay the school in full and immediately any sums advanced to me if the information I have given is shown to be false or deliberately misleading
3. I understand that the receipt of any bursary awards is conditional upon fulfilling the eligibility conditions as noted in the 16-19 Bursary Fund Policy under the Eligibility section
4. I am aware that the funding covers only this school year and that I must re-apply next year; there is no guarantee that I will receive funding for future years even if I am eligible for the current year

<b>Signed</b>		<b>Date</b>	
---------------	--	-------------	--

(Student named above)

<b>Signed</b>		<b>Date</b>	
---------------	--	-------------	--

(Parent/Carer named above)

**All information provided is strictly confidential to the school**

**For School Use Only**

<b>Date Application Received</b>		<b>All Evidence Received</b> <i>(please circle)</i>	yes	no
----------------------------------	--	--	-----	----

<b>Bursary Awarded £</b>	
--------------------------	--

<b>Signed (Head of Sixth Form)</b>		<b>Date</b>	
------------------------------------	--	-------------	--

<b>Bursary Cheques sent to Student</b> <i>(date – to be completed by the Finance Office)</i>	<b>TERM 2</b>	<b>TERM 4</b>	<b>TERM 6</b>
---	---------------	---------------	---------------