

# 16-19 BURSARY APPLICATION FORM 2021-22

**DEADLINE: FRIDAY 24<sup>TH</sup> SEPTEMBER 2021**

Please submit to the Sixth Form Office, marked 'For the attention of the Headteacher – 16-19 Bursary'

**The Application Form comprises 4 pages that are required for every application:**

- (1) Learner Information
- (2) Financial Support Requested, and
- (3) Level of Funding Sought
- (4) Parent / Carer Information

**Prior to completing this form, please read the 16-19 Bursary Policy.**

<b>Student's name and tutor group (to be completed by the student)</b>	
<b>Level/Value of Bursary awarded (to be completed by the school)</b>	

## (1) Learner Information: To be completed by the Student/Learner

**The Application Form comprises 4 pages that are required for every application: (1) Learner Information, (2) Level of Funding Sought, (3) Financial Support Requested, and (4) Parent / Carer Information**

### **Learner Details: (Please write clearly in BLOCK capital)**

Surname / Family name:			
First Names:			
Date of Birth:		Age on 31 Aug 2021:	
Full Address:			
		Postcode:	
School Email:			
Home Phone:			
Mobile Phone:			

### **Learner Declaration:**

I confirm that the details I have given in the Application Form are true and accurate. I also accept that if I have any unauthorised absences throughout the school day or effort and / or behaviour falls below acceptable standards, funding may be removed.			
Learner Signature:		Dated:	

## (2) Financial Support Requested

### What specific financial support do you need?

It is important that this section is completed by the learner/student as fully as possible as Bursary Funding will be based on this. Students may wish to consult with individual subject teachers, Heads of Department or their Head of Year.

Specific need	Subject being studied (please specify)	Item(s) Required (please specify in detail)	Estimated Cost (please specify)
<b>Essential Books &amp; Equipment (not already provided):</b>			
Subject 1:			
Subject 2:			
Subject 3:			
Subject 4:			
<b>Travel to/from school (please specify):</b>			
<b>Catering (if you are not eligible for Free School Meals):</b>			
<b>Cost of Clothing (to meet 6<sup>th</sup> form dress code):</b>			
<b>Travel to University Open Days:</b>			
<b>Fees for BMAT, UKCat, LNAT tests, (or similar)</b>			
<b>Educational Visits (supporting the Curriculum):</b>			
Subject 1:			
Subject 2:			
Subject 3:			
Subject 4:			
<b>Other (please specify):</b>			
<b>TOTAL SUM REQUESTED</b>			<b>£</b>

### (3) Level of Funding Sought

#### Question 1: Are you eligible to receive a Level 1 Bursary?

<p><b>I am eligible to apply for Level 1 funding (please circle Yes/No as appropriate).</b></p> <ul style="list-style-type: none"> <li>• I am living in care</li> <li>• I have just left living in care (care leavers)</li> </ul>	<p><b>Yes/No</b> <b>Yes/No</b></p>
<p>If you have answered Yes above (students who are in care or a care leaver), please provide written confirmation of your current or previous looked after status from the relevant local authority. An official letter from your support/key worker should be provided as evidence.</p>	
<p><b>I am eligible to apply for Level 1 funding (please circle Yes/No as appropriate).</b></p> <ul style="list-style-type: none"> <li>• I am in receipt of Income Support (IS), or Universal Credit (UC), in my own name</li> <li>• I am in receipt of Employment and Support Allowance (ESA) or Universal Credit and Disability Living Allowance (DLA) or Personal Independence Payment (PIP) in my own name.</li> </ul>	<p><b>Yes/No</b> <b>Yes/No</b></p>
<p>If you have answered Yes above (students in receipt of qualifying benefits), please provide a recent copy of your IS or UC award that states the benefit that you (the student) are entitled to (you must be entitled to benefits in your own right).</p>	

#### Question 2: Are you eligible to receive a Level 2 Discretionary Bursary?

<p>Are you in receipt of <b>Free School Meals</b>? Please note this does not automatically qualify you for Bursary Funding and you should complete the rest of question 2 in full, providing the necessary supporting evidence.</p>	<p><b>Yes/No</b></p>
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<p><b>I wish to apply for Level 2 funding (please delete as appropriate):</b></p> <ul style="list-style-type: none"> <li>• My gross household income is below £25000 per annum (as evidenced below).</li> <li>• I am in receipt of benefits (as evidenced below)</li> <li>• I have another identifiable financial need (as explained below)</li> </ul>	<p><b>Yes/No</b> <b>Yes/No</b> <b>Yes/No</b></p>
<p>If you have answered Yes above, please provide details and supporting evidence (please tick)</p>	
<p>Income Support, or Employment &amp; Support Allowance (income based)</p>	<p>Award letter &lt; 3 months old on the date of application</p>
<p>Job Seekers Allowance</p>	<p>Award letter &lt; 3 months old on the date of application</p>
<p>Incapacity Benefit</p>	<p>Award letter &lt; 3 months old on the date of application</p>
<p>Disability Living Allowance</p>	<p>Award letter &lt; 3 months old on the date of application</p>
<p>Carers Allowance</p>	<p>Award letter &lt; 3 months old on the date of application</p>
<p>Universal Credit</p>	<p>Last 3 consecutive months award notices at date of application</p>
<p>Working Tax Credit/Child Tax Credits</p>	<p>Pages 1-4 of the most recent Tax Credit Award</p>
<p>Other Earnings (please give details)</p>	<p>Pay slips for the last 3 months and/or 3-6 months bank statements and/or P60 (as evidence of income)</p>
<p>Other relevant considerations (please specify)</p>	

## **(4) Parent/Carer Information: To be completed by Parents / Carers**

Please complete this section if you have provided details of supporting evidence and/or financial information for a Level 2 Bursary (see Section 3 – Question 2)

### **Parent / Carer Details:**

Surname / Family name:			
First Names:			
Relationship to Student:			
Full Address:			Postcode:
National Insurance Number:			
Home Phone:			
Mobile Phone:			

### **Parent / Carer Declaration:**

<b>I confirm that the details on this Application Form and the supporting evidence provided are true and accurate.</b>			
Parent / Carer Signature:			Dated:

Application Forms and supporting evidence will be considered by Trust and School staff for the purposes of assessing eligibility for 16-19 Bursary Funds. It is assumed that by completing this Application Form you have given consent for this to happen.

All 4 pages of the 16-19 Bursary Application Form must be completed and submitted to the **Sixth Form Office**, marked **'For the attention of the Headteacher – 16-19 Bursary Fund'**.