

# **16-19 BURSARY APPLICATION FORM 2018-19**

**DEADLINE: FRIDAY 28<sup>th</sup> SEPTEMBER**

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.**

## (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:

Surname / Family name:			
First Names:			
Date of Birth:		Age on 31 Aug 2018:	
Full Address:			Postcode:
Email address:			
Home Phone:			
Mobile Phone:			

### Learner Bank Details:

To receive payments, you must have a bank account in your own name that will accept BACS payments. If you do not have a bank account, you need to open one before completing this form.	
Name of Account Holder:	
Name of Bank:	
Branch:	
Sort Code:	
Account Number:	

### 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?

Specific need	Subject being studied (please specify)	Estimated Cost (please specify)
<b>Essential Books &amp; Equipment (not already provided):</b>		
Subject 1:		
Subject 2:		
Subject 3:		
Subject 4:		
<b>Educational Visits (supporting the Curriculum):</b>		
Subject 1:		
Subject 2:		
Subject 3:		
Subject 4:		
<b>Transport (please specify):</b>		
<b>Travel to University Open Days:</b>		
<b>Fees for BioMedical Admissions Test (BMAT), UK Clinical Aptitude Test (UKCat), LNAT, (or similar)</b>		
<b>Other (please specify):</b>		
<b>TOTAL SUM REQUESTED</b>		<b>£</b>

This section must be completed by the learner/student as fully as possible. Students may wish to consult with individual subject teachers, Heads of Department or their Head of Year.

### **(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></p> <p><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, or Universal Credit in place of Income Support, 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></p> <p><b>Yes/No</b></p>
<p>If you have answered Yes above (students in receipt of qualifying benefits), please provide a letter from the Department of Work &amp; Pensions (DWP) 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 Bursary?**

Are you in receipt of <b>Free School Meals</b> ?	<b>Yes/No</b>
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#### **Question 3: Are you eligible to receive a Level 3 Bursary?**

<p><b>I wish to apply for Level 3 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></p> <p><b>Yes/No</b></p> <p><b>Yes/No</b></p>
<p>If you have answered Yes above, please provide details and supporting evidence (please tick)</p>	
Income Support, or Employment & Support Allowance (income based)	Award letter < 3 months old on the date of application
Job Seekers Allowance	Award letter < 3 months old on the date of application
Incapacity Benefit	Award letter < 3 months old on the date of application
Disability Living Allowance	Award letter < 3 months old on the date of application
Carers Allowance	Award letter < 3 months old on the date of application
Working Tax Credit/Child Tax Credits	Pages 1-4 of the most recent Tax Credit Award
Other Earnings (please give details)	Pay slips for the last 3 months and/or 3-6 months bank statements and/or P60 (as evidence of income)
Other relevant considerations (please specify)	

## **(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 3 Bursary (see Section 3 – Question 3)

### **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'**.