

Please complete the form and return it for the attention of the School Office Manager, with copies of the supporting evidence.

Student Details					
Title:		First name:		Surname:	
DOB:		Age:			
Address:					
Postcode:		Telephone:		Email:	
Have you the right of abode and been resident in the UK for the last 3 years?				Yes	No
To qualify you must be at least 16 years but under 19 years on 31.08.23				Age at 31.8.23:	

Vulnerable Bursary Criteria	
To qualify you (the student) must fall into one of the below categories and produce the required evidence as stated.	
Are you in receipt of Income Support or Universal Credit because you are financially supporting yourself? (evidence required - Income Support or Universal Credit Statement Letter)	Yes / No
Care Leaver or currently looked after in care?	Yes / No
Are you in receipt of Disability Living Allowance or Personal Independence Payments in your own right as well as Employment and Support Allowance or Universal Credit in your own right? (evidence required, financial statement showing both DLA/PIP and ESA/UC)	Yes / No

Discretionary Bursary Criteria					
Your household income is one of the criteria which will help us to assess your application. You may need the person responsible for the household bills to complete this section. If your TOTAL Household income exceeds £30,000 per annum you may not be eligible for a Bursary payment.					
Please tick to indicate what type of evidence you have provided for the household members and ensure it is dated within the last 3 months where applicable. If you cannot provide evidence then we cannot process your application for bursary payments.					
P60 for tax year 2022/23	<input type="checkbox"/>	or Wage slips for household (month 12 or week 52 – March 2023)	<input type="checkbox"/>	Self-employed earnings (official tax return)	<input type="checkbox"/>
Income Support/Universal Credit (award letter)	<input type="checkbox"/>	Working/Child Tax Credit – Full award notice for full year	<input type="checkbox"/>	Child Benefit (award letter)	<input type="checkbox"/>
Disability Living Allowance or Personal Independence Payments	<input type="checkbox"/>	Housing Benefit	<input type="checkbox"/>	Carer’s Allowance	<input type="checkbox"/>
Grants or Bursaries	<input type="checkbox"/>	Any other benefits – please specify.....	<input type="checkbox"/>	Any other income/pension – please specify.....	<input type="checkbox"/>
Please list the names of the household members and relationship to Student:					
Name			Relationship to Student		

Free School Meals

Are you or your sibling(s) in receipt of free school meals? Yes No

Name of Sibling (s)

Payments

Please be aware that we usually pay Discretionary and Vulnerable Bursary awards 'in kind' e.g. by purchasing any equipment required or paying for transport.

Please give details on all relevant bursary requirements:

DECLARATION

- I declare that the information on this form is true and accurate to the best of my knowledge
- I have read and understand the 16-19 Bursary Fund information provided with this application. I have made this claim for Bursary payment, fully aware that any false statements can lead to withdrawal/refusal of any financial support and may leave me open to prosecution.
- I understand that if I refuse to provide information which may be relevant to my claim, the Application will not be accepted.
- When financial changes to my household occur, which may result in changes to my claim, I confirm will notify the school immediately.
- I understand that monies I receive under the Bursary Scheme have been awarded to provide me with financial support to allow me to continue in education, and if I leave education all financial support will stop.
- I understand that I do not have an automatic entitlement to Bursary payments, and all payments are based on the information I have provided.
- I am clear that the Bursary payments I receive are to provide me with means to remain in education.
- Any equipment provided will remain the property of the school and should be returned in good condition at the end of the course.
- I understand I have the right to appeal if I disagree with the outcome of my Bursary Application. This appeal should be made to Headteacher at the school.
- I am aware that the funding covers only this school year and that I must re-apply next year.

Pupil Signature:

Date:

**Parent / Carer / person in Charge
of Household Income signature:**

Date:

Authorised:

Headteacher / School Office Manager

Date: