

Application Form

Sixth Form 16-19 Bursary

This form must be completed by the student applying for the bursary funding. Please complete this form and submit to the finance office together with copies of your supporting evidence

SECTION 1 – Student Details (please print details and complete in black ink)

First Names:	Surname:
Date of Birth:	Home telephone No:
Email:	Mobile No.

SECTION 2 – Vulnerable Student Bursary (up to £1,200 per annum). Please tick the box that applies to you:

- I am student living in care
- I am a student who has recently left care
- I am a student in receipt of income support or Universal Credit in my own name
- I am a student in receipt of Employment Support Allowance and also in receipt of Disability Living Allowance (or Personal Independence Payment)

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

SECTION 3 – Discretionary Bursary

I am a student who permanently lives in a household whose parents/carers receive one of the following (please tick the appropriate box).

Name of person receiving benefit:	Income Support	Job Seekers allowance	Employment Support Allowance	Child Tax Credits	Support under Part V1 of the Immigration and Asylum Act
1.					
2.					

Please note: If you are not in one of the above categories you must provide proof of family income.

Financial Assessment – Income

To be completed by the person(s) responsible for the household bills

Name of Person receiving income:	Are you employed	
1.	Yes / No	If yes, please submit Working Tax Credit Award Certificate – or other Inland Revenue acceptable proof
2.	Yes / No	If yes, please submit Working Tax Credit Award Certificate – or other Inland Revenue acceptable proof

SECTION 4 – Proof of Income/Benefit Submitted

Whatever you have declared in Sections 2 or 3 must be supported with evidence in order for an assessment to be made. The tables below show the evidence you will need to bring with this application form to enrolment. *Please tick the ones you are providing.*

Type of Income	Evidence Required	Tick if supplying
Income Support	Entitlement/Award letter – dated within the last 3 months	
Job Seekers Allowance	Entitlement/Award letter – dated within the last 3 months	
Employment Support Allowance	Entitlement/Award letter – dated within the last 3 months	
Incapacity Allowance	Entitlement/Award letter – dated within the last 3 months	
Carer's allowance	Entitlement/Award letter – dated within the last 3 months	
Any other benefit	Entitlement/Award letter – dated within the last 3 months	
Working Tax Credit	Working Tax Credit Award Notice marked "2022-23". Must be for full year and not partial awards (FULL AWARD NOTICE)	
Child Tax Credit	Child Tax Credit Award Notice marked "2022-23". Must be for full year and not partial award (FULL AWARD NOTICE)	
Grants or bursaries etc	Relevant paperwork detailing entitlement and amount paid	
Disability Living Allowance	Entitlement/Award letter – dated within the last 3 months	
Any Other Income	Relevant paperwork	

SECTION 5 – Further Information

Please give any details below of any other circumstances that you would like us to know about to help with your application.

SECTION 7 - 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. 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.

2. 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.

Signed (Student): Date:.....

Signed (Parent or Carer named above):..... Date:.....