



16 - 19 Bursary Application Form 2022/2023

This completed Application Form and relevant evidence must be handed in to a member of the sixth form team at the start of the academic year. No payments will be back dated.

Please complete the form and bring it together with your supporting evidence.

Tutor	
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Title	
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Surname	
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First Name	
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Date of Birth (DD/MM/YY)	
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Your Age	
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You must be 16, 17 or 18 (i.e. under 19) on 31st August 2022 to apply

Have you the right of abode and been resident in the UK for the last 3 years? Please bring a copy of your passport or a bank statement showing your address (dated within 3 months)	Yes		No	
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Bursary Criteria
 To qualify you must be aged 16 or over and under 19 on 31 August 2022 and meet the EFA's residency criteria. The bursary is paid to support you in further education with us and will only be paid if you continue to abide by the Meadowhead Sixth Form Home and School Expectations.

Are you in receipt of Income Support or Universal Credit? (evidence required – Income Support or Universal Credit Statement letter)	Yes		No	
Care Leaver or currently looked after in care? (evidence required – letter from Local Authority)	Yes		No	
Disabled Student in receipt of <u>both</u> Employment Support Allowance and Disability Living Allowance/Personal Independence Payments. (evidence required – financial statement showing <u>both</u> ESA and DLA/PIP)	Yes		No	

Your household Income (Parents/Carers) is one of the criteria which will help us to assess you application. Household income must be below £17,005.			
Please tick one of the following to show what type of evidence you have provided. If you cannot provide evidence then we cannot process your application for bursary payments.			
P60 TAX YR 21-22		Income Support/Universal Credit (award letter)	
			Full TCAN Notice (Tax credits)

Self Employed Earnings (Official Tax Return)		Other benefits/pension (award letter)		Wage slips (Last 3 months)	
Number of dependent children in the household?					
Are you registered as a young carer, or had a young carers assessment?					

The amount of financial assistance you will receive is dependent on your personal circumstances. It is intended to help you with the costs of overcoming any barriers you may have when attending learning. Using the table below, please tell us what you will need financial assistance for. This information is strictly confidential and will only be used for assessment purpose.

	What do you need?
Travel	
Meals	
Equipment/Stationery	
Text Books / Revision Guides	
Any other (please provide details)	

Please provide your bank details below, as printed on your bank card or statement. Bursary payments will be paid directly by BACS into student's bank accounts only. Please be aware that providers can choose to pay Bursary awards 'in kind', e.g. by purchasing equipment required.

Account Name											
Account Number	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sort Code	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>					
If the Account is a Building Society Account, also provide Roll Number											
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

For Office Use Only

Checked and Authorised by:

Date:

LEARNER DECLARATION

- I declare that the information on this form is true and accurate to the best of my knowledge. I have made this claim for a Bursary payment, fully aware that any false statements can lead to withdrawal/refusal of any financial support and may lead to me being prosecuted.
- I understand that if I refuse to provide information which may be relevant to my claim, the application will not be accepted.
- I understand that monies I receive under the Bursary Scheme will be paid on condition of standards of attendance and behaviour, as explained in the Meadowhead Sixth Form Home and School Expectations
- When changes to my household financial circumstances occur (which may result in changes to my claim), I 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 learning, and if I leave 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 understand that I have the right to appeal if I disagree with the outcome of my Bursary Application. This appeal should be made to the school, but if I feel I have not been treated fairly, I can follow the Complaints Procedure.
- I understand that receipts for expenditure must be produced upon request. Failure to comply will result in cancellation of the bursary.

I confirm I have read the '16 -19 Bursary Fund Information' which was given to me with this application.

Applicant Signature: _____ **Date:** _____

Parent / Guardian Signature: _____ **Date:** _____

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Eligibility – please tick appropriate box

Vulnerable Bursary		<ul style="list-style-type: none"> • Those young people who receive income Support / Universal Credit. • Care Leavers or young people who are Looked after Children. • Disabled young people in receipt of both Employment Support Allowance and Disability Living Allowance/PIP
Discretionary Bursary		<ul style="list-style-type: none"> • Young people facing financial barriers to participation in further education. Agreed standard of behaviour and attendance should be met.
Both		<ul style="list-style-type: none"> • Young people who qualify for the Vulnerable Bursary but who require extra assistance with the costs of participating in learning.

Assistance Requested	Assistance Granted v
Travel	
Meals	
Equipment/Stationery	
Text Books / Revision Guides	
Any other (please provide details)	
NOTE: Must fall within guideline amounts	
EVIDENCE ATTACHED	
Copy of Passport (within date) or	
Bank Statement showing current address (within 3 months)	
Bank Account Evidence	
Family Income Evidence	
Vulnerability Evidence	

Signed: _____

Name: _____

Position: _____

Date: _____