

Bursary Fund Information

The 19 to 19 Bursary Fund provides financial support to help students overcome specific barriers to participation so they can remain in education.

There are 2 types of 16 to 19 bursaries:

- A vulnerable bursary of up to £1,200 a year for young people in one of the defined vulnerable groups
- Discretionary bursaries which institutions award to meet individual needs, for example, help with the cost of transport, meals, books and equipment.

Who is eligible?

Vulnerable Student Bursary

To be eligible for the vulnerable bursary, students must be in one of the defined vulnerable groups:

- In care
- Care leavers
- In receipt of Income Support, or Universal Credit in place of Income Support, in their own right
- In receipt of Employment and Support Allowance or Universal Credit and Disability Living or Personal Independence Payments in their own right.

Discretionary Bursary

Some students will be eligible for the discretionary bursary which will initially be based upon students in receipt of free school meals.

Free meals are targeted at disadvantaged students. Free meals in further education defines disadvantage as students being in receipt of, or having parents who are in receipt of, one or more of the following benefits:

- Income Support
- Income –based Jobseekers Allowance
- Income –related Employment and Support Allowance (ESA)
- Support under part VI of the Immigration and Asylum Act 1999
- The guarantee element of State Pension Credit
- Child Tax Credit (provided they are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs (HMRC))

- Working Tax Credit run-on – paid for 4 weeks after someone stops qualifying for Working Tax Credit
- During the initial roll out of the benefit, Universal Credit

A student is only eligible to receive a free meal when they, or a parent/guardian on their behalf, have made a successful application to the institution where they are enrolled.

If you meet either or both of the above criteria and are a new applicant you will need to complete a 19-19 Bursary Fund Application form.

There may be exceptional circumstances which makes you eligible for a bursary even if you do not meet the criteria. If you think this is the case, then we will need an application form completing and you will need to speak to a member of the sixth form team.

What evidence will be required?

To support your application form, family income evidence will be required, such as:

- Letter from DW&P confirming benefits
- P60
- Tax Credit Award Notice
- Evidence of annual income if self employed

As well as the above, in order to be accepted and maintain the bursary, students are expected to:

- Have 95% attendance or above
- Have an acceptable behaviour record
- Meet course requirements

If you have any questions, please do not hesitate to contact the sixth form team.

Post-16 Bursary Application Form 2020/2021

This completed Application Form and relevant evidence must be handed in within 4 weeks of your start date.

If the Application Form and evidence is present later than that date, payments will not be backdated.

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 2020 to apply

Have you the right of abode and been resident in the UK for the last 3 years?	Yes		No	
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Bursary Criteria

To qualify you must be aged 16 or over and under 19 on 31 August 2020 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.

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 19-20		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

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Sort Code

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If the Account is a Building Society Account, also provide Roll Number

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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 confirm I have read the 'Post-16 Bursary Policy' which was given to me with this application.

Applicant Signature: _____ **Date:** _____

Key Worker 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	

Signed: _____

Name: _____

Position: _____

Date: _____

