2023/24
16 to 19 Bursary Fund Guidance Form

What is the 16 to 19 Bursary Fund?
If you are struggling to meet the cost of attending Walsall Academy, you may be eligible for financial
support through the 16 to 19 Bursary Fund.

There are two types of 16 to 19 bursaries:
1. Priority Bursary
2. Discretionary Bursary

Payment of Bursaries
Wherever possible, bursaries will be paid to you "in-kind". For example, if you are eligible for travel assistance, we may purchase a bus pass for you. Where payments are made to you in-kind, we will communicate the value of the payment to you.

Eligibility
• You must be aged 16 or over but under 19 on 31 August 2023
• If you are aged 19 or over, you must be continuing on a study programme you began aged 16 to 18, or you must have an EHCP
• You must adhere to Walsall Academy's participation rules, including:
o At least 97% attendance
o Good conduct and module reports
o Completing homework and coursework to deadlines
• All students who receive a bursary will be subject to monthly reviews to confirm their continuing eligibility. Any changes in circumstances or failure to meet the participation rules will lead to a review of your entitlement.

Priority Bursary

If you meet the eligibility criteria above and you fall into at least one of the following categories, you may be eligible to receive a Priority Bursary of up to £1,200 per academic year if any of the following applies:
• You are currently in care
• You have previously been in care
• You are receiving Income Support or Universal Credit because you are financially supporting Yourself

• You are receiving Disability Living Allowance (DLA) or Personal Independence Payment (PIP) in your own name as well as Employment and Support Allowance (ESA) or Universal Credit in your own name
Subject to confirmation of your eligibility, your application will undergo an assessment to determine your actual level of financial need. Following this assessment, we will confirm to you in writing the amount of Priority Bursary awarded to you. Please be aware that you may not be awarded a Priority Bursary.

In order to assess your eligibility for a Priority Bursary, we require evidence that you meet the eligibility criteria. Evidence could include:

• A letter from the Department for Work and Pensions for the current financial year

• A letter from the Local Authority for the current financial year
• Copies of statements for Universal Credit for the current financial year

Discretionary Bursary

If you are not eligible for a Priority Bursary, you may be eligible for a Discretionary Bursary if your household income is below £30,000 per annum.
Eligible students may receive support towards the following costs:
• Meals
• Transport
• Curriculum trips & visits
• Uniform
• Learning materials & resources

The Discretionary Bursary is a limited fund and allocations will be prioritised based on actual level of financial need. Subject to confirmation of your eligibility, your application will undergo an assessment to determine your level of financial need. Following this assessment, we will confirm to you in writing the amount of Discretionary Bursary awarded to you. Please be aware that you may not be awarded a Discretionary Bursary.

In order to assess your eligibility for a Discretionary Bursary, we require evidence that your household income is below £30,000. Evidence could include:

• P60s
• Most recent Tax Credit Award
• Universal Credit Award Statement
• Income Support Award Letter
• P60/Payslips
• State Pension Award Letter