

## APPLICATION TO 16-19 BURSARY FUND 2023/24 Financial Assessment Form

### 1.1 Learner Details

Surname / Family name	
First name(s)	
Sex (M / F)	
Date of Birth (dd/mm/yyyy)	
Age on 31 <sup>st</sup> August 2023	

### 1.2 Address Details

Home Address	
Postcode	
Home telephone number	
Mobile telephone number	
E-mail address	
Have you lived in the UK for more than 3 years?	Yes / No

### 1.3 Your Bank or Building Society Account Details

*This should be the name as it appears on your cash or debit card, or statement.*

Payments are made to the bank account below, once a term. If additional claims for expenses are made, they will be made with the termly payment wherever appropriate OR by a cheque payable within one working week of an additional claim being authorised.

Full name of Account Holder	
Name of Bank / Building Society	
Branch	
Sort Code	
Account Number	

## 1.4 Course Details

Subject	Level ( e.g. A levels – Year 1 / A levels Year 2 - BTEC)
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## 2. Information to support your application

		EVIDENCE REQUIRED	Office Use Only
Are you In Care / a Care Leaver?	Yes / No	Letter from your local authority	
Do <b>YOU</b> receive <b>both</b> Employment Support Allowance/Universal Credit & Disability Allowance/ Personal Independence Payments?	Yes / No	Entitlement / Award letter – dated within the last 3 months	
Do you receive Income Support/Universal Credit in your name?	Yes / No	Entitlement / Award letter – dated within the last 3 months	
Are you eligible for Free School Meals?	Yes / No	Letter/student record held in school	
Is your household income under £22,000?	Yes / No	<b>Current</b> Working Tax Credit Award Notice. Must be for full year and not partial awards ( <b>Full Award Notice</b> ) <b>or</b> P60 <b>or</b> 3-6 months' worth of bank statements	

If eligible for the 16-19 Bursary Fund, you will receive a specified sum of money. You may also apply for financial help for the additional expenses you may incur for your studies. Please give details below and attach receipts etc. You may request support for additional expenses at any point in the school year, subject to funds remaining.

Expense	Details – e.g. what you require/why you need it. Please attach receipts wherever possible.	Amount Requested
<b>Books and Equipment (you may need to return these to school at the end of your course)</b>	Please state specific equipment required and for which subject	£
<b>Fees, Exam Resits</b>		£
<b>Emergency Accommodation and Meals</b>		£

<b>Course Trips</b>		£
<b>Interviews and Open Days</b>		£
<b>Other Costs (Please specify)</b>		£
<b>TOTAL AMOUNT REQUESTED</b>		£

If you require support for regular transport to school costs, this should be applied for from the Sixth Form Travel Support Fund.

### 3. Declaration

*Please read the declaration below and read carefully before signing:*

1. I certify that the information in this application is true and accurate.
2. I understand that it is my responsibility to supply any additional information that may be required to verify the particulars given.
3. I will inform the school of any change of circumstances.
4. 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.
5. I understand that any payments are conditional upon meeting my school's expectations of attendance/behaviour/progress.
6. 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/Carer) ..... Date .....

<b>For School use:</b>	<b>Date Application Received:</b>	
<b>If refused, please give reason why:</b>		
<b>Amount Awarded:</b>	<b>Authorised By:</b>	<b>Date:</b>
<b>Processed by Finance Office:</b>		<b>Date:</b>