



EFA Bursary Fund Application 2016-17

Application Notes

The **guaranteed bursary** is intended to support students in care, a recent care leaver or a student in receipt of income support in their own right. Evidence of circumstances will be required to confirm eligibility. The value of this bursary is £1200 for the school year. Payment will not necessarily be in the form of cash.

The **discretionary bursary** is intended to support students from lower income households. Evidence of circumstances will be required to confirm eligibility e.g.

- Eligibility of the applicant, or a sibling, for Free School Meals
- Income Support.
- Income Based Jobseekers Allowance.
- Income-related Employment and Support Allowance.
- Housing Benefit
- Disability Living Allowance
- Child / Working Tax Credit provided the annual assessment does not exceed £20,000
- Written confirmation from a support agency confirming exceptional circumstances e.g. a student who is not living at home because of a breakdown in relationships with parent \ carers

In exceptional circumstances, the Academy will consider “one off” applications from students who do not meet standard eligibility criteria.

The value of this bursary is dependent upon the funds available, the number of applicants and the requirements of individual applicants. Once the value of the bursary has been determined, a letter will be sent to confirm the amount and payment schedule.

The Academy will take a photocopy of evidence provided for our records and return any original documents.

Bursaries will be paid directly to the student – preferably by BACS transfer.

Bursaries will be paid by instalment or in the form of reimbursement – as appropriate.

Students in receipt of a bursary will be expected to meet the standards of attendance and behaviour outlined in the Sixth Form Learning Agreement. In particular, student’s lessons attendance will be reviewed at monitoring points throughout the year. If attendance has fallen below that expected at these monitoring points, payment may be reduced or withheld.

Bursaries may be withdrawn if there is a change in the recipient’s circumstance.

The complete EFA Bursary Fund Policy for Montsaye Academy may be found in the Sixth Form area of the Academy website.

**Complete the Application Form and return to the Sixth Form by FRIDAY 30th SEPTEMBER.
Application Forms MUST be completed electronically.**