

## 16-19 Bursary Fund Application Form

Please complete this form in conjunction with the Application Notes

### Part 1 – Student and Bank Account Details

<b>Surname</b>	
<b>First Names</b>	
<b>Date of Birth</b>	
<b>Address</b>	
<b>Post Code</b>	
<b>Email</b>	
<b>Phone</b>	

To receive payments you need to have a bank account in your own name. If you do not have a bank account, you need to open one before completing this form.

<b>Name of Account Holder:</b>
<b>Name of Bank:</b>
<b>Branch:</b>
<b>Sort Code:</b>
<b>Account Number:</b>

I confirm that the details are true and accurate. I accept that if I have any unauthorised absences throughout the school day or effort and/or behaviour falls below acceptable standards, funding may be removed.

<b>Student Signature:</b>	<b>Date:</b>
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**Part 2 – Parent/Carer Details**

<b>Surname</b>	
<b>First names</b>	
<b>Date of birth</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Home phone</b>	
<b>Mobile Phone</b>	
<b>Email address</b>	
<b>Household Income (please attach required evidence to this application form – see notes attached)</b>	

**This application for support is made under the following category (please tick):**

<b>High Priority (Vulnerable Group Bursary)</b> Please complete Part 3 of the Application	
<b>Medium Priority (Discretionary Bursary)</b> Please complete Part 4 of the Application	
<b>Low Priority (Discretionary Bursary)</b> Please complete Part 5 of the Application	

**I confirm that the details on this application form and the evidence provided are true and accurate:**

<b>Parent/Carer Signature:</b>	<b>Date:</b>

### Part 3 – Application for High Priority Funding (Vulnerable Group Bursary)

This part of the form should be completed alongside parts 1, 2 and 6, and should be submitted with the appropriate evidence (see application notes)

<b>Full name:</b>
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I wish to apply for High Priority funding under the following criteria: (please tick)

I am living in care	
I am a care leaver	
I receive Income Support or Universal Credit	
I receive Disability Living Allowance or Personal Independence Payments in my own right, as well as Employment and Support Allowance or Universal Credit in my own right.	

I am attaching to this form the following evidence to support my application (please list below):
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I confirm that the details on this application and the evidence provided are true and accurate.

<b>Signed: (Student)</b>	<b>Date:</b>
<b>Signed: (Parent)</b>	<b>Date:</b>

#### *For Office Use only*

<b><i>Date application received:</i></b>
<b><i>Date application reviewed:</i></b>
<b><i>Outcome:</i></b>

## Part 4 – Application for Medium Priority Funding (Discretionary Bursary)

This form should be completed alongside parts 1, 2 and 6 and should be submitted with the appropriate evidence (see application notes)

<b>Full name:</b>
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I wish to apply for Medium Priority funding under the following criteria: (please tick)

My gross annual household income is below £20,000 and	
I am in receipt of Free School Meals and/or I am on the Pupil Premium register	

I wish to apply for support towards:

Specific weekly need (i.e. transport to school, meals)	Cost per week

Individual item needs (i.e. books, equipment, trips)	Cost

I am attaching to this form the following evidence to support my application:
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I confirm that the details on this application and the evidence provided are true and accurate.

<b>Signed: (Student)</b>	<b>Date:</b>
<b>Signed: (Parent)</b>	<b>Date:</b>

***For Office Use only***

<b><i>Date application received:</i></b>
<b><i>Date application reviewed:</i></b>
<b><i>Outcome:</i></b>

## Part 5 – Application for Low Priority Funding (Discretionary Bursary)

This form should be completed alongside parts 1, 2 and 6 and should be submitted with the appropriate evidence (see application notes)

<b>Full name:</b>
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I wish to apply for Low Priority funding under the following criteria: (please tick)

My gross annual household income is between £20,000 and £25,000	
I have another identifiable financial need (please detail below):	

I wish to apply for support towards:

Specific weekly need (i.e. transport to school, meals)	Cost per week

Individual item needs (i.e. books, equipment, trips)	Cost

I am attaching to this form the following evidence to support my application:
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I confirm that the details on this application and the evidence provided are true and accurate.

<b>Signed: (Student)</b>	<b>Date:</b>
<b>Signed: (Parent)</b>	<b>Date:</b>

***For Office Use only***

<b><i>Date application received:</i></b>
<b><i>Date application reviewed:</i></b>
<b><i>Outcome:</i></b>

## Part 6 – Declaration

I/we have read and understood the guidance notes supplied with this application form.

I/we confirm that the information given above is correct and complete to the best of my/our knowledge and belief and is a true reflection of my/our financial position.

I/we undertake to inform the school immediately of my/our circumstances change.

I/we understand that if the student leaves school he/she will not be eligible to receive further payments.

I/we understand that the payment of any award is conditional upon the student meeting his/her obligations regarding attendance, punctuality, behaviour and performance.

I/we understand that the information provided may be shared with other agencies or organisations, as allowed by law, for the purpose of checking this application and/or the prevention of fraud.

I/we confirm that the student is eligible for support from the 16-19 Bursary on residency grounds and will provide suitable supporting evidence if required.

<b>Signed by the student</b>		<b>Date</b>
<b>Signed by parent/carer</b>		<b>Date</b>
<b>Signed by parent/carer</b>		<b>Date</b>