



Please complete the form with student details, and bring it together with your supporting evidence to the Finance office.

Title		Surname		First Name	
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Address	
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	Postcode	
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Phone/Mobile		Email	
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Date of Birth (DD/MM/YY)		Your Age		You must be 16, 17 or 18 (i.e. under 19) on 31 st August 2020 to apply.
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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 ESFA's residency criteria. The bursary paid is to enable you to attend training with us and only paid if your attendance and behaviour meet the required standard. Full details of the requirements for the Sixth Form Bursary can be found in the Sixth Form Bursary Policy which is attached to this application form.

There are two types of bursary that we offer our students. Please complete either section A or B, depending on the type of bursary that you are applying for. Further details of each type of bursary are found within the Sixth Form Bursary Policy.

A Vulnerable Bursary Criteria

To qualify you must fall into one of the categories below and produce the required evidence as stated.

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	

Please see overleaf for section B.



B Discretionary Bursary Criteria

Your household income: If household income is less than £25,000 a year and/or the student is eligible free school meals then they can get extra financial support. Proof of household income (or income-based benefits) will be required, unless in receipt of FSM. Please also read the Sixth Form Bursary Policy attached for details of the tiered payment system.

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	<input type="checkbox"/>	Income Support / Universal Credit (award letter)	<input type="checkbox"/>	Full TCAN notice	<input type="checkbox"/>
Self employed earnings (official tax return)	<input type="checkbox"/>	Other benefits/pension (award letter)	<input type="checkbox"/>	Wage slips (most recent wage slip)	<input type="checkbox"/>
Number of dependent children in the household			In Receipt of Free School Meals Y/N		

If household income is higher than £25,000 and you believe you still require the bursary, please enclose a separate statement to support your claim.

The amount of financial assistance you will receive is dependent on your personal circumstances. Intended to help you with the costs of overcoming any barriers you may have when attending learning. This information is strictly confidential and only be used for this assessment purpose.

Please provide details of your bursary request, i.e. what you are intending to use the bursary payments for and how much you are intending to spend on each item.

Details	Office Use



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 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 at 95% and behaviour, as explained in the Sixth Form Bursary Policy.

HOLIDAYS WILL BE UNPAID.

- I will attend regularly and complete the course for which my bursary is supporting me.
- When changes to my household financial circumstances occur (which may result in changes to my claim), I confirm will notify my provider immediately.
- I will notify my provider immediately with any changes to my Bank/Building Society details.
- I understand that monies I receive under the Bursary Scheme have been awarded to provide me with financial support to allow me to continue in learning, and if I leave learning 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 am clear that the Bursary payments I receive are to provide me with the means to remain in learning and are to be used for items such as books, equipment, travel costs, additional costs, ie miscellaneous course costs.
- I understand I have the right to appeal if I disagree with the outcome of my Bursary Application. This appeal should be made to Chenderit School, if I feel I have not been treated fairly.

I confirm I have read the Sixth Form Bursary Policy which was given to me with this application, I agree to meet the expectations set out in both this and the Learner Declaration.

Applicant Signature

Date

Key Worker Signature

(Vulnerable Bursary only)

Date

Students Bank Details :

Account Name

Bank Name

Account Number

Sort code

OFFICE USE ONLY

Total Bursary Awarded £ _____

Signed:

Head of 6th Form

Date:

Signed:

Finance Manger

Date: