



**Rednock Sixth Form**  
**16–19 Bursary Application**  
**2023-24**

Please read the 16-19 Bursary Policy 2023-24 before completing this form.  
Proof of entitlement will be required to allow the processing of this form.

Learner Details

Surname:	
Name(s):	
Tutor group:	
Courses Studied:	
Course 1	
Course 2	
Course 3	
Course 4 (if applicable)	

Parent / Carer Details

Surname:	
First Name:	
Address (if different from the student)	
	Post Code:
Total <u>annual</u> Household Income:	£

You must provide clear evidence of your household income level. Examples may include photocopies of P60, Income Support/Universal Credit Information, Inland Revenue Form which begins TC60, letter of student entitlement to FSM, 3 months' worth of payslips etc.



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How many dependent children (aged 18 or below) are in your household, including the learner applying for the bursary.	
Distance to be travelled daily between home address and school by the learner	
Method of travel to/from school	Car <input type="checkbox"/>
	Bus <input type="checkbox"/> Company.....Cost £.....
	Walk <input type="checkbox"/>
Is the learner in receipt of free school meals?	Yes / No
Does the learner have their own laptop or computer?	Yes / No
<p>Are there any other expenses connected to your study programmed for which you may need financial support?</p> <p>If you qualify for a bursary we will use this list to determine how you are supported, so please ask for help if you need it to determine all the expenses you may have.</p>	Please list:



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Level Required - Please tick which level of payment you are applying for:

<b>Level One – Identified vulnerable students eligible for bursary up to £1200</b>	
I am a young person in care	
I am a young care leaver	
I am in receipt of Income Support or Universal Credit in my own right and am financially supporting myself and anyone who is dependent upon and living with me	
I am in receipt of 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	
<b>In addition to one of the conditions above I can demonstrate a financial need for support participation in 16-19 education.</b>	
<b>Level Two – Identified students eligible for a discretionary bursary</b>	
My total annual household income is less than £21,255 before deductions (£18,478 after deductions.)	

### **Evidence**

**All applications** for 16 to 19 bursaries must be supported by appropriate evidence. Examples of acceptable evidence we may request are:

- A copy of the last 3 months UC or IS award notice, in the student's name.
- Documents such as a tenancy agreement in the student's name, a child benefit receipt, birth certificate or utility bills.
- Written confirmation of the student's current or previous looked-after status from the relevant local authority.
- A copy of the 3 most recent monthly UC award statements.
- Three most recent months of payslips.
- Evidence of self-employment income (most recent tax year).
- Tax Credit Award (most recent tax year).

My total household income is greater than £21,255 however, I still wish to be considered for a discretionary bursary.

please tick if this applies

Please state Annual Income £\_\_\_\_\_

I understand that I must notify the school if my circumstances change.

Signature\_\_\_\_\_ Name\_\_\_\_\_

Date\_\_\_\_\_



## 16-19 Bursary Fund 2023-24

### Conditions

Support via the bursary is conditional on students meeting the following conditions in relation to their standards of attendance and behaviour.

- Attendance above 90% (subject to exceptional circumstances).
- Following the 6<sup>th</sup> Form code of conduct.

Students who fail to meet these conditions may have their support withheld, but we will always take students' individual circumstances into consideration. This includes considering the impact on attendance that might be caused by illness, caring responsibilities or other exceptional circumstances.

We will stop bursary support where students have been absent for a period of 4 continuous weeks or more (excluding bank holidays) and where students have decided to withdraw from a study programme.

We reserve the right to take back money from students where it is not spent for the reasons it was awarded. Receipts will be required for all purchases made using bursary support.

We will consider the impact of such an action on the individual student before taking a final decision to do so, and any decision will be confirmed to the student in writing.

#### **Change of circumstances**

If there are changes in circumstances which may affect eligibility for a bursary, applicants and/or parents/carers must notify the school without delay.