

16-19 Bursary Fund Application form



St Ivo Academy

Please complete each section listed below

Section 1. Details of applicant

Section 2. Eligibility Priority

Section 3. Supporting Statement

Section 4. Declaration by applicant

PLEASE COMPLETE THIS FORM USING BLOCK CAPITALS

Section 1: Details of applicant:

Full Name: _____

Tutor Group: _____

Home Address: _____

Date of birth: _____

Tel:.....

Postcode: _____

Email:.....

Section 2: Eligibility Priority:

This section will ask you to indicate under which of the 4 agreed categories you wish your application to be considered against. You will also find information about what evidence you will be required to supply to support your application. **Evidence of total household income is required for all applications.**

Please indicate with a cross in the box next to the description of the category under which you wish your application to be considered against, and to confirm that you have provided

Category 1:

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I wish my application to be considered under Priority One;
“Young people in care, care leavers, young people in receipt of income support or the equivalent universal credit and disabled young people in receipt of **both** Disability Living Allowance (or Personal Independence Payments) **and** Universal Credit in their own name.”

In support of my application I enclose either:

- A) Written confirmation of my current, or previous, looked-after status from the Local Authority who looked after me, or who provided my leaving care services; or
- B) A letter confirming my benefit entitlement to the benefits listed above.

Category 2:

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I wish my application to be considered under Priority Two;
“Young people who are claiming, or who are eligible to receive, a Free School Meal ”
To be eligible under this priority someone in your household must be in receipt of the following qualifying benefits:
Income Support, Income Based Job Seekers Allowance, Income Related Employment & Support Allowance, Child Tax Credit Only as long as your income does not exceed £16,190, Support under part VI of the immigrant ion & asylum Act 1999, Guarantee element of State Pension Credit & from the 1 April 2018 Universal Credit if your household income is less than £7,400 per year.

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Category 3:

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I wish my application to be considered under Priority Three;
“Young people whose household income is below £20,817 per annum”

In support of my application I enclose the following information;

- A copy of entitlement to means-tested state benefit, or Tax Credit Award Notice confirming household income of less than £20,817; or
- Evidence of self-employment income of less than £20,817 (SA302 or certified accounts only) for your last accounting period.

Category 4:

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I wish my application to be considered under Priority Four;
“Young people who have been affected by a sudden, exceptional change in financial circumstances”

I have enclosed a detailed statement and evidence in support of my application.

Section 3: Supporting Statement:

If awarded a bursary, the school will fund books and equipment, vouchers and other resources which should enhance the learning of the recipient. Receipts will be retained and records kept of the totals spent for auditing purposes. In this space, please outline how you would prefer the school to use your bursary if awarded.

Year group:

Courses being studied this year:

Resources/ books/equipment/vouchers/meals/passess/other essentials which you feel would enhance your studies:

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Section 3: Supporting Statement continued:

Section 4: Declaration by Applicant:

I confirm that I have read the Bursary Policy and Procedure document before submitting this application.

I confirm that the information I have provided on this application is correct to the best of my knowledge, and that I understand that I must notify St Ivo Academy of any change of circumstance which may affect my entitlement to a bursary award.

I will notify St Ivo Academy of any changes to my financial circumstances, that may affect my entitlement to the Bursary Fund.

I understand that my information is being held by St Ivo Academy in accordance with the Data Protection Act 1998 and will be shared with other bodies administering public funds to determine the support available and also for the prevention and detection of fraud in connection with this claim.

Signed:

Date:

Section 5: (to be completed by St Ivo Academy)

I confirm that this applicant has provided the necessary documentation in support of their application and meets the eligibility criteria under Category _____ .

Or

The applicant has not provided the necessary documentation and/or does not meet the eligibility criteria under Category _____

Signed:

Date: