



16-19 Bursary 2023-24

Application Form

This completed Application Form and relevant evidence should be submitted by Monday 18th September 2023; after which all initial applications will be considered. Applications may be submitted after that date and will be considered from any remaining funds.

Applicants should read '16-19 Bursary 2023-24 - Information for applicants' before applying.

Title	
First name	
Surname	
Address	
Phone	
Email	
Date of birth	
Your age at 31st August 2023	

Bursary Criteria

To qualify you must meet the ESFA's age and residency criteria in full. The bursary is paid to enable you to attend education with us and will only be paid if your attendance and behaviour meet the required standard.

I wish to apply for the following bursary (please tick)

Type A Bursary - Vulnerable students	
Type B Bursary - Discretionary - Free School Meals students	
Type C Bursary - Discretionary - Household income up to £30,000	
Type D Bursary - Discretionary - Unique circumstances	

For ALL applications we require details of expected relevant costs:

	Details	Expected cost
Equipment (e.g. books, laptop for remote learning, stationery)		
Travel (e.g. bus pass) Please state home postcode		
Other (e.g. Educational visits)		

Type A Bursary

Are you PERSONALLY in receipt of Income Support or Universal Credit? (evidence required - Income Support or Universal Credit Statement letter) - Yes / No

Are you a 'Care Leaver' or currently looked after in care? (evidence required - letter from Local Authority) - Yes / No

Are you a disabled student who is in receipt of both Employment Support Allowance and Disability Living Allowance/Personal Independence Payments? (evidence required) - Yes / No

Type B Bursary

Are you in receipt of Free School Meals? - Yes / No

Type C & D Bursary

In order to assess eligibility, we will require information relating to all aspects of your household income.

Please submit with this application evidence of all household income for ALL members of your household:

- Wage slips (last 3 months)
- Self-employed earnings (most recent tax return)
- Universal Credit statements (last 3 months)
- Other benefits / tax credits / pension (award letters)

Type D Bursary

In addition to the above, please set out the reasons for your application in an accompanying letter.

Learner Declaration

- I declare that the information on this form is true and accurate to the best of my knowledge.
- I declare that I meet the ESFA's age and residency criteria in full.
- 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 me being prosecuted.
- I understand that if I refuse to provide information which may be relevant to my claim, the application will not be accepted.
- I will attend regularly and complete the course for which my bursary is supporting me. I understand that if the school is not satisfied with my attendance or behaviour they have the right to refuse to meet future claims.
- When changes to my household financial circumstances occur (which may result in changes to my claim), I confirm will notify my provider immediately.
- 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.
- 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, meals, additional costs, ie trips, 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 Bradgate Sixth Form, but if I feel I have not been treated fairly, I can follow the Complaints Procedure.
- I understand that in the first instance purchase of necessary resources should be made by Bradgate Sixth Form, where this isn't possible receipts must be provided for all expenditures incurred.
- I understand that where possible bursaries will be paid in-kind.

I confirm I have read the '16-19 Bursary Fund 2023-24 - Information for applicants' which was given to me with this application.

Applicant signature	
Date	

Please also complete your bank details to enable reimbursement of any eligible receipts:

Account name	
Sort Code (6 digits)	
Account number (8 digits)	
Email address for remittance	