

Bursary Application Form

**Section One:** Your Details:

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| --- |
| Full Name: |
| Date of Birth: | Age: | Gender: Female 🞏 Male 🞏 |
| Address : | Student Mobile Number: |
|  | Home Phone Number: |
| Post Code: | Email Address: |
| Ethnic Origin: *(please specify)* | Have you been a resident in the UK for the last 3 years? |
|  | Yes 🞏 | No 🞏 |

**Section Two:** Bursary Types (You only need to provide evidence for one of the target groups)

*Type One: Vulnerable Students Bursary*

|  |  |  |
| --- | --- | --- |
| 1. Are you in receipt of Employment Support Allowance, Disability Living Allowance or Personal Independence Payments? | Yes 🞏 | No 🞏 |
| 2. Are you under the care of Social Services, with Foster Parents or a Care Leaver? | Yes 🞏 | No 🞏 |
| 3. Do you receive Income Support or Universal Credit in your own name? | Yes 🞏 | No 🞏 |
| 4. Are you a young parent? | Yes 🞏 | No 🞏 |

*Type Two: Discretionary Bursary*

|  |  |  |
| --- | --- | --- |
| Do you receive free school meals? | Yes 🞏 | No 🞏 |

*Type Three: Discretionary Bursary*

|  |  |  |
| --- | --- | --- |
| Is your gross household income less than £21,000? | Yes 🞏 | No 🞏 |
| If yes, please supply an up to date P60. |

*Type Four: Discretionary Bursary*

|  |  |  |
| --- | --- | --- |
| I do not belong to any group types but I still need financial assistance. | Yes 🞏 | No 🞏 |

**Section Three:** Funding Requirements

Please specify what you intend to use your bursary for, if successful:

|  |  |
| --- | --- |
|  | **Estimated Cost** |
| **Books and Equipment****Stationery****Additional Course Costs, eg. Trips, visits, events …****Travel and Transport****Other Expenses *(please specify)*** | £££££ |

**Section Four:** Payment Details

Cheques can only be paid to the applicant. Please print (*in BLOCK CAPITALS*) your legal name for cheque purposes. Please be aware that once you have signed for the cheque it is your responsibility, replacements cannot be issued.

|  |
| --- |
| Name: (*BLOCK CAPITALS*) |

**Section Five:** Student Declaration

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| --- |
| * I believe the information that I have given on this form is correct and complete to the best of my knowledge.
* I understand that if I give false information my application will be cancelled and further action may be taken by the Academy. The matter may also be referred to the DOE and/or the Police.
* I undertake to inform the Academy of any change in circumstance that may affect my award.
* I undertake to repay on demand any overpayments of my bursary that may arise due to miscalculation, re-evaluation of eligibility, unsatisfactory attendance and progress or not adhering to the Sixth Form Contract or any other reason the Academy deems appropriate.
* I understand recovery of overpayments may be made from future payments.
* I understand payments can be withheld for unsatisfactory attendance, progress and behaviour.
* I confirm I have read the Sixth Form Bursary letter and have provided the relevant evidence.

Your Name: (*BLOCK CAPITALS*) |
| Your Signature: | Date: |

**Data Protection**

The Academy has a duty to protect the public funds it administers. The Academy may share the information provided on this form with other bodies (for example other Schools, DWP, HMRC) for the prevention of fraud.

The personnel data which has been supplied with the bursary application is protected under the 1998 Data Protection Act and will:

* be used only in processing the application;
* not be disclosed to a third party other than those named above; except in the prevention of fraud;
* be used in compliance with statutory obligations for the submission of data and statistical information to government agencies.

**Please return your completed applications to Mr Banbery or Mrs Jawanda. If you are refused an award you have the right to appeal in writing within one month of the decision.**