

School Year 2018-19

If you wish to be considered for a Bursary, please complete this form and return it to your school. Mark the envelope clearly with "Bursary Application" and hand it in to the office in the Sixth Form Centre.

SECTION 1: Student's Details				
Surname		D.O.B		
Forename(s)		Age at 31/08/18		
Address:				
Post Code:				
Mobile Phone No:				
E-mail We will contact you using your school email address unless you would prefer to be contacted by post at the address above or another email address. If this is the case, please provide a current email address (and let us know if this changes). <input type="checkbox"/> School email <input type="checkbox"/> Post <input type="checkbox"/> Other email:				
Have you been resident in the UK or EU for the whole of the three-year period preceding your course? <input type="checkbox"/> YES <input type="checkbox"/> NO				
Residential Status (if 'other' please supply further details)				
British Citizen <input type="checkbox"/>	EU /EEA Citizen <input type="checkbox"/>	Asylum Seeker <input type="checkbox"/>	Refugee <input type="checkbox"/>	Other

SECTION 2: School Registration Details				
Which school are you based at?	Lytchett Minster School			Tutor Group
Which course(s) are you taking?				
Bursary status Did you receive Bursary in 2017/18? YES/NO			If yes, how much did you receive per half term? £.....	

SECTION 3a: Learner Status – Do you...? (Please tick where applicable)	
Live in Local Authority Care <input type="checkbox"/>	Receive Income Support (in your own right) <input type="checkbox"/>
Live independently having left Local Authority Care <input type="checkbox"/>	Consider yourself to have a severe disability and receive both ESA and DLA (please provide proof) <input type="checkbox"/>
If you have ticked any of the 4 boxes above, go to SECTION 5 .	

SECTION 3b: Learner Status – Do you...? (Please tick where applicable)	
Live with Parents who have responsibility for you <input type="checkbox"/>	Live with Carers/Guardians who have responsibility for you <input type="checkbox"/>
Live independently <input type="checkbox"/>	Consider yourself to be a carer (care for a family member) <input type="checkbox"/>
Live with a partner <input type="checkbox"/>	Have dependent children <input type="checkbox"/>
Now go to SECTION 3c .	

SECTION 3c: Learner Status		
I am applying to the fund and live independently or with a partner	<input type="checkbox"/>	If you have ticked this box you should complete SECTION 4 (if applicable).
I live with parents/carers/guardians (complete details below)	<input type="checkbox"/>	Ask parents/carers to complete SECTION 4 (if applicable).
	Adult 1	Adult 2
Title (Mr/Mrs/Ms etc.)		
Surname		
Forename(s)		
Relationship to applicant		
<p>Do you receive Free School Meals? <input type="checkbox"/> YES - If YES, go to SECTION 5.</p> <p><input type="checkbox"/> NO - If NO, go to SECTION 4.</p>		

SECTION 4: Assessment of Income	
Please tick and enclose proof , if you are in receipt of any of the following:	
<input type="checkbox"/> Income Support	<input type="checkbox"/> Pension Guarantee Credit
<input type="checkbox"/> Child Tax Credit	<input type="checkbox"/> Employment and Support Allowance
<input type="checkbox"/> Working Tax Credit	<input type="checkbox"/> Support under Part IV of the Immigration and Asylum Act 1999
<input type="checkbox"/> Job Seekers Allowance (JSA)	
Was your annual household income in the last tax year (including benefits) below £20,000? <input type="checkbox"/> YES <input type="checkbox"/> NO	

SECTION 5: Evidence of Expenses	
Documentary evidence of these costs must be provided unless the cost is a charge made by the school.	Approximate cost per school year
Transport costs associated with travel to/from school (or to/from a partner educational organisation or placement delivering part of the Sixth Form Programme of Study) Please supply details of transport used (e.g. school bus) and distance to school:	£
Personal Protective Clothing (such as science overalls) or necessary clothing required for a course. Please supply details:	£

Books, materials and equipment needed for a particular course. Please supply details:	£
The cost of educational visits related to courses. Please supply details:	£
Other costs. Please supply details:	£
TOTAL	£

SECTION 6: Information and Conditions

- If your application for a Bursary is successful an award will be made at set times, to be notified, during the year, unless your request is for a single award to help with equipment costs.
- Payments in terms 2 and 3 will only be made to students who have met the following conditions:
 - Have achieved at least 95% attendance in the previous term.
 - Have not been the subject of any exclusion.
 - Have demonstrated positive attitudes to learning as evidenced by mid-year health checks and teacher reviews of progress.
- Books, reference materials and non-consumable equipment purchased by the school will be the property of the school and must be returned to the school at the end of the course.
- Support is subject to funds being available at the time your application is received and assessed. This is a limited fund and once exhausted no further funding will be available. You should, therefore, be aware that a financial reimbursement for your expenditure is not guaranteed.
- The level of payment may vary at different points in the school year.
- All awards made are subject to the school receiving sufficient funds from the government.

SECTION 7: Declaration

- I/we declare that the information we have given in support of this application is correct and complete to the best of my/our knowledge and belief.
- I/we will inform you immediately of any change in circumstances at any time, which might affect my entitlement to support (for example if I leave school or am no longer eligible for the funding).
- I/we understand that this information will not be shared with third party organisations, except for audit purposes.
- I/we understand that non-attendance and non-compliance with the school’s code of conduct may result in loss of financial support.
- I/we have read the Information and Conditions in Section 6.
- **If a cash sum is awarded, payment will be by BACS transfer direct into your (student’s) bank account. If you wish the transfer to go into your parent/carer’s bank account, indicate that here:**
- Adult 1 Adult 2
(Please check name is entered in **Section 3c.**)

Please only fill out details of ONE bank account – we need account number, sort code and name of bank.

Learner **Date** **Bank details:**

Adult 1 **Date** **Bank details:**

Adult 2 **Date** **Bank details:**

Office use only	Date received:	Signature:
X: <input type="checkbox"/> Y: <input type="checkbox"/> Z: <input type="checkbox"/>	Date:	Signature:
Final decision: X: <input type="checkbox"/> Y: <input type="checkbox"/> Z: <input type="checkbox"/>	Date:	Signature: