



**FINANCIAL SUPPORT FOR STUDENTS 2020-21**  
**16-19 BURSARY FUND APPLICATION FORM**

<b>Part 1: Student Details</b>			
First Names:	Student No: (if known): (starts 19 or 20)	Personal Tutor:	
Surname / Family Name:	Date of Birth:		
Address:   Post Code:	Home Telephone Number:		
	Mobile Telephone Number:		
	Email Address:		
Do you live at home with parent(s)/guardian(s)?		Please circle	<b>Yes No</b>
If "Yes" please indicate the total number of children living in the household who are under the age of 18 and in full time education (including the applicant):			
Do you have a sibling who will be attending this college during the same year?		Please circle	<b>Yes No</b>
If "Yes" please give details as follows:			
Name:	Personal Tutor (if known):		
Do you live with a partner?	Please circle	<b>Yes No</b>	Do you live independently? Please circle <b>Yes No</b>
Did you receive Free School Meals in Year 11? If so please provide Letter of Entitlement.		Please circle	<b>Yes No</b>
Did you receive financial support from the college in the academic year 2019/20?		Please circle	<b>Yes No</b>

<b>Part 2: If any of the following circumstances apply to the student, please mark (X) in the appropriate box and supply evidence. The student is:</b>	<b>Mark (X)</b>	<b>Evidence</b>
In care		Please provide evidence where applicable
A care leaver		
Receiving Income Support or Universal Credit, because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them, and living with them such as a child or partner		
Receiving Disability Living Allowance or Personal Independence Payment in their own right as well as Employment and Support Allowance or Universal Credit in their own right		

<b>Part 3: Main Parent's/Guardians Details (if not living independently)</b>	
First Name:	Surname:
Telephone numbers Home Work Mobile	Parent's email address (please print)

**Part 4: Please list all members of the applicants household who are 16 or over and noted in any supporting evidence. (Do not include applicant or main parent/guardian as detailed in Part 3)**

Name:	Relationship to Applicant:
1.	
2.	
3.	

**Part 5: Total Household Income Details**

**Please indicate which of the following income/benefits your household is currently in receipt of  
You must supply evidence as detailed below**

Type of Household Income	Mark (X)	Evidence Required
Gross Earnings (wages / salary)		P60 from 5 April 2020
Self-Employment		Most recent audited accounts or tax return
Pension (state or private)		Most recent award notification
Working Tax Credit / Child Tax Credit		All pages of April 2020 to April 2021 tax credit award
Income Support		An award letter less than 6 months old
Jobseeker's Allowance		An award letter less than 6 months old
Disability Living Allowance / Personal Independence Payment		An award letter less than 6 months old
Employment and Support Allowance		An award letter less than 6 months old
Universal Credit		Three most recent full monthly statements
Child Benefit		Most recent child benefit award
Other Earnings (rental income / bank interest / share dividends etc.)		Letters / bank statements / official documents

**NB: If you do not have the specified evidence please contact the 16-19 Bursary Fund Administrator to discuss possible alternatives. You can also attach a letter outlining any special circumstances that may apply in your case**

Summary of Special Circumstances

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<b>Part 6: Travel</b>		
<b>If you believe that you live more than two miles from college, please indicate your proposed method of travel</b>		
Type of Transport	Mark (X)	Cost (£) Please indicate whether monthly, termly or annually
College Transport		
West Midlands Trains (please state departure station)		
Child "nbus" Term Ticket		
Other (please specify)		

<b>Part 7: Course Details</b>
<b>Please list the subjects that you are intending to study in year 12 or will be studying in year 13.</b>

**Your application WILL NOT be assessed unless you give your full details and include documentary evidence of household income. If there are any questions relating to the form please contact the 16-19 Bursary Fund Administrator on 01384 398120. The 16-19 Bursary Fund is limited and can only be allocated whilst funding is available. Funding cannot be guaranteed in every case.**

**Part 8: Declaration**  
**It is your responsibility to notify the 16-19 Bursary Fund Administrator if your financial circumstances change**  
 I certify that the information given in support of this application is correct and understand that the College has the right to reclaim any funds and equipment costs if I am found to have provided incorrect information or do not complete my course.

<b>Signature of Student</b>	<b>Date:</b>
<b>Signature of Parent/Guardian: (with whom the student is living with)</b>	<b>Date:</b>

**All those persons listed in Part 4 must sign in acceptance of their data being supplied and held in support of this application.**

Name of Person Resident at Applicants Address	Signature	
1.		<b>Date:</b>
2.		<b>Date:</b>
3.		<b>Date:</b>

The information that you provide on this form, and any supporting documentation, will be used solely for the purpose of assessing your eligibility for financial support from the 16-19 Bursary Fund. We will retain the documents securely for up to six years after you have left college in order to facilitate any mandatory audit checks as applicable. Once this period has passed, all documents will be destroyed securely.

**PLEASE RETURN THE COMPLETED FORM TO:**  
**The 16-19 Bursary Fund Administrator, King Edward VI College, Stourbridge, DY8 1TD**