



# The Burgate Sixth Form

## Application to the 16 – 19 Bursary Fund 2023 – 24

If your household income is less than £30,000 you will be eligible for assistance. The student's own income from part time employment should not be included. Please read the notes page for further information.

### Part 1: Student Details

<b>Surname</b>	<b>First names</b>
<b>Date of Birth</b>	<b>Age on 31/8/2023</b>
<b>Home Address</b>	<b>Home Tel:</b>
	<b>Mobile Tel:</b>
	<b>Email:</b>
<b>Post code</b>	
Have you been resident in the UK and islands for the whole of the three year period preceding your course, other than for the purposes of full-time study? Yes <input type="checkbox"/> No <input type="checkbox"/> If 'NO' please give the date you moved to the UK.....	

### Part 2: Parent or Guardian Details

<b>Surname</b>	<b>Title and First Name</b>
<b>Home Address</b> (if different from above)	<b>Home Tel:</b>
	<b>Mobile Tel:</b>
	<b>Email:</b>
<b>Post code:</b>	

### Part 3: Household Details: Please state whom you live with and their relationship to you.

<b>Name</b>	<b>Relationship to you</b>	<b>Age if under 16</b>
Do you live in supported housing or foster care home? Yes <input type="checkbox"/> No <input type="checkbox"/>		
If YES please give key worker <b>contact name and phone number</b> .....		

### Part 4: Vulnerable Bursary: Please tick any of the following which apply to you.

Young person in care. <input type="checkbox"/>	Disabled person in receipt of Employment Support Allowance <input type="checkbox"/>
Young person leaving care. <input type="checkbox"/>	Disability Living Allowance. <input type="checkbox"/>
Young person in receipt of Income Support. <input type="checkbox"/>	<b>If you have ticked any of the above please provide evidence.</b>

### Part 5: Support Required. Please indicate the help you require by ticking the appropriate boxes. It may not be possible to provide assistance with all the items you request.

Essential equipment/materials <input type="checkbox"/>	Higher Education visits and UCAS fee <input type="checkbox"/>
Essential books <input type="checkbox"/>	Meals whilst in college <input type="checkbox"/>
Essential trips/visits <input type="checkbox"/>	Transport to/from college <input type="checkbox"/>

## Part 6: Transport to and from college

If you wish to apply for assistance with the cost of travelling to and from college please describe below the means of transport you usually use, and if you use the bus where you board and the number.

Bus Number: \_\_\_\_\_ Where do you board the bus? \_\_\_\_\_

Cost per term: Autumn Term £ \_\_\_\_\_ Spring Term £ \_\_\_\_\_ Summer Term £ \_\_\_\_\_

## Part 7: Income Details for your Household

**Please complete the following for the household.** Please indicate which of the following benefits/income you are currently in receipt of and provide the evidence indicated. **Do not include** the student's own income from part time work.

Type of Income	Amount Received	Evidence Required	College use only
Income Support / Universal Credit		Award letter which is less than 3 months old on the date of this application.	
Working Tax Credit / Child Tax Credit		Pages 1-4 of your most recent Tax Credit Award notice.	
Income-based Employment and Support Allowance (ESA)		Award letter which is less than 3 months old on the date of this application.	
Other: Benefits/Pensions ( <i>please specify</i> )		Award letter which is less than 3 months old on the date of this application.	
Earned income / self employed with no additional benefits		Last 3 monthly wage slips or last 6 weekly wage slips or audit accounts/official tax return.	
Unearned income e.g. from property, savings etc		Please contact Mrs Price	

**N.B. If you do not have the specified evidence please contact our Finance Department to discuss possible alternative evidence options. You can also attach a letter outlining any special circumstances that may apply to your case.**

## Part 8: Student Declaration

**I understand that monies I receive from the 16-19 Bursary Fund will be paid on condition of meeting the following standards and behaviour:**

- attend college regularly and arrive on time. (The target of 96% attendance is set. A minimum of 85% attendance in a subject is one of the criteria for public examination entrance.)
- complete all work by required deadlines
- behave with respect for people and property
- act as a positive role model for the younger students with regard to appearance and conduct
- participate as fully as possible in college activities
- agree not to bring any dangerous or illegal substances or items onto the college site
- agree not to smoke on site
- abide by the driving and parking restrictions on site

**Signature of student:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Part 9: Parent/Carer Declaration

I certify that the information given above is correct and understand that the college has the right to reclaim any funds and equipment if I am found to have provided incorrect information or the student does not complete the course. I will advise the college immediately if my household circumstances change.

**Signature of parent/carers:** \_\_\_\_\_

**Date:** \_\_\_\_\_

(*or of student if living independently*)

**The Discretionary Learner Support Fund is cash limited and can only be allocated whilst funds last. Funding cannot be guaranteed for the whole year nor in cases of over-demand. If you have any queries please contact our Finance Department on 01425 652039, option 3 or email [finance@burgate.hants.sch.uk](mailto:finance@burgate.hants.sch.uk).**