



**16 to 19 Bursary Application Form 2021-22**

This form should be used for those students applying for funding support from the Bursary Fund. In order to eligible for funding support you will need to be either on Free School Meals or have some kind of identifiable need which can be substantiated to the satisfaction of the school. The amount of the grant will depend on the number of applicants and upon the individual circumstances of the applicant.

**Section 1: Learner Details**

Name of Applicant

Form Group

Subjects being studied

Address

Bursary for which you are applying (please tick to indicate): Vulnerable Bursary  Complete Sections 1, 2 & 3 only

Discretionary Bursary  Complete Sections 1, 2 & 4 only

Please provide details of the Specific Educational Purposes that you wish to be considered for funding, you will need to include information on exactly what you applying for and the costs of those items/services. Please note only items falling into the following categories will be considered -

- Costs of transport (incl Kent 16+ Travel Card financial assistance)
- Books and equipment (including IT equipment)
- Educational trips
- Induction
- Specialist Clothing

I would like to apply to the Bursary Fund for the following :

Description of service or items	Cost

If you are in receipt of Free School Meals please tick here -

If you are not in receipt of Free School Meals please indicate below the reasons for your application.

Please note that all Bursary payments are conditional as outlined in the Bursary Policy.

**Section 2 (Vulnerable Bursaries Only):**

Please indicate that you have provided one of the following documents:

Written confirmation of current, or previous, Looked-After status from the Local Authority

A letter setting out the benefit to which the student is entitled.

**Section 3: Annual Parental Income Assessment (Discretionary Bursaries Only – not required if in receipt of FSM):**

Please note that all information provided will remain confidential. Evidence of parent / carer income must be provided by each parent/ guardian/ carer within the household. **Please provide at least 3 pieces of evidence (each if applicable) to support your application including a copy of your most recent council tax bill.** Please tick to indicate which documents you have provided to support this application:

P60 or Tax Credit Award Notice (if employed)

Evidence of income related benefits from Dept of Work and Pension

Letter from Jobcentre Plus confirming benefits received

SA302 or certified accounts if self-employed

Student residency documentation (passport, birth certificate or residency documents)

Council Tax Bill (current)

Students Passport or UK residency paperwork

**Section 4: Declaration**

Please note that we require **original** documents to support your assessment where available. Failure to do so may result in a bursary application being declined:

- Knowingly making a false or inaccurate declaration may leave you liable to prosecution.
- Obtaining money by deception is a criminal offence punishable in Law.
- The Maplesden Noakes School reserve the right to refuse or withdraw a 16-19 Bursary in the event that information completed on this form is found to be false or inaccurate.
- I/We certify that to the best of my knowledge the information contained in this form is correct as at today's date

Student Signature		Date	
Parent/ Carer 1 Signature		Date	
Parent/ Carer 2 Signature		Date	

**Bank Account Details**

Account Name

Account Number

Sort Code

**For Office use only**

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Date considered by school :

Bursary Panel Members (print names):

Bursary checklist completed & attached(Appendix A):

FSM eligibility confirmed by:

Date eligibility for FSM Confirmed:

Vulnerable Bursary confirmed by:

Application    Approved/Declined (please delete as appropriate)

Amount of grant approved –

Processed by Finance & entered onto Sims -