



Felpham Community College 16-19 Bursary Application Form

If you wish to be considered for a Bursary, please complete this form and return it to the Finance Office a sealed envelope marked clearly with "16-19 Bursary".

Alternatively, email the form to: finance@felpham.org.uk

SECTION 1: Student's Details				
Surname		D.O.B		
Forename(s)		Age at 31/08/17		
Address				
Post Code				
E-mail				
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	
Tutor Group	Which course(s) are you taking?

SECTION 3a: Learner Status – Do you...?	
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 6 .	

SECTION 3b: Learner Status – Do you...?	
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 .	



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SECTION 3c: Learner Status		
I am applying to the fund and live independently or with a partner <input type="checkbox"/>		
I live with parents/carers/guardians (complete details below) <input type="checkbox"/>		
	Adult 1	Adult 2
Title (Mr/Mrs/Ms etc.)		
Surname		
Forename(s)		
Relationship to applicant		
<p style="text-align: right;"><input type="checkbox"/> YES - If YES, go to SECTION 5.</p> <p style="text-align: right;"><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)

SECTION 5: Type of Assistance Requested		
Documentary evidence of these costs must be provided unless the cost is a charge made by the school.	Cost	Termly or one-off payment?
Transport costs associated with travel to/from school (or to/from a partner educational organisation delivering part of a Sixth Form Programme of Study) Please supply details of transport used (e.g. school bus) and distance to school:	£	<input type="checkbox"/> Termly <input type="checkbox"/> One-off
Personal Protective Clothing (such as chef's whites) or necessary clothing required for a course. Please supply details:	£	<input type="checkbox"/> Termly <input type="checkbox"/> One-off



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SECTION 5: Type of Assistance Requested		
Books, materials and equipment needed for a particular course. Please supply details:	£	<input type="checkbox"/> Termly <input type="checkbox"/> One-off
The cost of educational visits related to courses. Please supply details:	£	<input type="checkbox"/> Termly <input type="checkbox"/> One-off
Other costs. Please supply details:	£	<input type="checkbox"/> Termly <input type="checkbox"/> One-off
TOTAL	£	

SECTION 6: Information and Conditions
<ul style="list-style-type: none"> • If your application for a Bursary is successful an award will be paid on a monthly basis during the academic year, unless your request is for a single award to help with equipment costs. • Payments at the start of terms 2 and 3 shall only be made to students who have met the agreed standards of attendance, behavior and effort. • 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 be different each term. • All awards made are subject to the school receiving sufficient funds from the government.



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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.
- **If a cash sum is awarded, payment will be by cheque made payable to the student. If you wish the cheque to be in your parent/carer's name indicate that here:** Adult 1 Adult 2
(Please check name is entered in **Section 3c.**)

Learner..... Date

Adult 1 Date

Adult 2 Date

If returning this form via email, please type your name, the date and tick the box.

Printed forms should be signed.

Office use only	Date received:	
Proposed Bursary Award:	Date:	Signature:
Final decision:	Date:	Signature: