

# Walton Academy Post 16

## 16-19 Bursary Award Application Form 2019-20

If you need any help filling in the form, please see **Mrs Pearce**.

This form is to be filled in by the student applying for the bursary and along with all supporting documentation to be handed in to Mrs A Pearce in the Post 16 office.

**ALL** relevant sections **MUST** be completed.

### **Section 1 – Student Details** (please complete in BLOCK CAPITALS and in black ink)

<b>First Names:</b>	<b>Surname:</b>
<b>Date of Birth:</b>	<b>Home Telephone No:</b>
<b>Email:</b>	<b>Mobile No:</b>

### **Section 2 – Nominated Bursary application** (£1,200 per year).

Please tick the box that applies to you:

- I am living in care
- I am a care leaver
- I (student) am in receipt of Income Support or Universal Credit
- I am in receipt of Employment Support Allowance and Disability Allowance or Personal Independence Allowance

Students who meet the criteria for bursaries for vulnerable groups are not automatically entitled to a bursary if they do not have financial needs and/or their financial needs are covered from other sources.

If you have completed this section, please now go to **Section 5**.

### Section 3 – Discretionary Bursary

I (student) live permanently in a household whose parents/guardians receive one of the following:

(Please place a tick in the appropriate box)

Name of person/s receiving benefit	Income Support	Job Seekers Allowance	Employment Support Allowance	Universal Credit	Support under Part VI of the Immigration and Asylum Act
1.					
2.					

If you are not covered by one of the categories above, you must provide proof of family income.  
(Please go to section 4)

### Section 4 - Financial Assessment – Family Income

(To be completed by the person/s responsible for paying the household bills)

Name of person receiving income	Are you currently employed?	
1.	Yes/No	If yes, please submit a P60 or Working Tax Credit Award Certificate
2.	Yes/No	If yes, please submit a P60 or Working Tax Credit Award Certificate

## Section 5 – Goods and Services

Please give an indication of where the Bursary Fund will assist the student in the completion of their studies.

<b>Goods/Services</b>	<b>Please place a tick in all relevant boxes</b>	<b>Please give relevant details</b>
School meals		
Transport (Please provide details of transport provider and cost per term)		
Books (Please state which subjects you would like books for)		
Specialist Equipment (Please state for which subject )		
Specialist Materials (Please state for which subject )		
Contribution to music tuition		
University Open Days (Transport)		
Interview expenses (Transport)		
Cost of field study courses (Please state for which subject )		
Contribution towards trips and study courses (Please state for which subject )		
Cost/Contribution towards participation in sport/curricular activities		
Cost/contribution towards formal dress for interview		
Cost/contribution towards Post 16 dress code		
Laptop		

## Section 6 – Proof of Income/ Benefit

To support your application for either the Nominated Bursary or Discretionary Bursary, you must submit evidence to support your claim. Please tick the relevant boxes.

Type of Income	Evidence Required	Tick if Supplying
Annual Salary	P60 for tax year 2018-19, or last week in March 2019 payslip or month 12 (March 2019) payslip or Working Tax Credit Award Notice marked 2019-20	
Income Support	Entitlement / Award letter – dated within the last 3 months	
Universal Credit	Entitlement / Award letter	
Job Seekers Allowance	Entitlement / Award letter – dated within the last 3 months	
Employment Support Allowance	Entitlement / Award letter – dated within the last 3 months	
Incapacity Allowance	Entitlement / Award letter – dated within the last 3 months	
Carer's Allowance	Entitlement / Award letter – dated within the last 3 months	
Any other Benefit	Entitlement / Award letter – dated within the last 3 months	
Working Tax Credit	Working Tax Credit Award Notice marked 2019-20. Must be for full year and not partial awards (Full Award Notice)	
Child Tax Credit	Working Tax Credit Award Notice marked 2019-20-. Must be for full year and not partial awards (Full Award Notice)	
Grants or Bursaries	Relevant paperwork detailing entitlement and amount paid	
Disability Living Allowance Personal Independence Payments	Entitlement / Award letter – dated within the last 3 months	
Any other income	Relevant paperwork	





## Section 7 – Further Information

Student is in receipt of FSM	Yes	No
Young Carer	Yes	No
Student lives with Service Personnel		
<ul style="list-style-type: none"><li>• Either parent is currently serving with the Forces</li></ul>	Yes	No
<ul style="list-style-type: none"><li>• Either parent has served with the Armed Forces in the past three years</li></ul>	Yes	No

Please give details below of any other circumstances that you would like us to know about to support your application.

## 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 (eg: changes to household income, benefits etc).
- I/We understand the information supplied will not be shared with third party organisations, except for audit purposes.
- I/We understand that the following may result in loss of financial support from the Discretionary Bursary.

-  poor attendance
-  unauthorised absences
-  coursework not up to date and of a good standard
-  non-compliance with the Post 16 Policies

- I/We understand that awards made are subject to the school receiving sufficient funds from the government (YLPA).

## Signatures

Student \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

Please return all relevant documentation to the Post 16 office for the attention of **Mrs A Pearce.**

**The deadline for all applications is Friday the 13<sup>th</sup> September 2019. After this date applications may be subject to a lower offer.**

**Office Use:**

	<b>Date</b>	<b>Signature</b>
Date Application Received		
Documents provided:		
Decision		
Letter sent to student		
Student in receipt of FSM	Yes	No
Young Carer	Yes	No
Student lives with Service Personnel		
<ul style="list-style-type: none"> <li>• Either parent is currently serving with the Forces</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>• Either parent has served with the Armed Forces in the past three years</li> </ul>	Yes	No