***Sixth Form***

**16-19 Bursary Application Form**

If you wish to be considered for a Bursary, please complete this form and return it to your school. Mark the envelope clearly with “16-19 Bursary”.

Alternatively, email the form to: **hrendell@blandfordschool.org.uk**

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| **SECTION 1: Student’s Details** |
| **Surname** |       | **D.O.B** |       |
| **Forename(s)** |       | **Age**  |       |
| **Address** |       |
| **Post Code** |       |
| **E-mail** | We will contact you using your school email address unless you would prefer to be contacted by post to the address above or another email address. If this is the case, please provide a current email address (and let us know if this changes). | **[ ]** School email **[ ]** Post **[ ]** Other email:      |
| Have you been resident in the UK or EU for the whole of the three-year period preceding your course? | **[ ]** YES **[ ]** NO |
| **Residential Status (if ‘other’ please supply further details)** |
| **British Citizen** | **[ ]**  | **EU /EEA Citizen** | **[ ]**  | **Asylum Seeker** | **[ ]**  | **Refugee** | **[ ]**  | **Other** |       |

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| **SECTION 2: School Registration Details** |
| **Which course(s) are you taking?** |       |

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| **SECTION 3a: Learner Status – Do you…?** |
| Live in Local Authority Care | **[ ]**  | Receive Income Support or Personal Independence Payment(in your own right) | **[ ]**  |
| Live independently having left Local Authority Care | **[ ]**  | Consider yourself to have a severe disability and receive both ESA and DLA (please provide proof) | **[ ]**  |
| If you have ticked any of the 4 boxes above, go to **SECTION 6.** |

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| **SECTION 3b: Learner Status – Do you…?** |
| Live with Parents who have responsibility for you | **[ ]**  | Live with Carers/Guardians who have responsibility for you | **[ ]**  |
| Live independently | **[ ]**  | Consider yourself to be a carer (care for a family member) | **[ ]**  |
| Live with a partner  | **[ ]**  | Have dependent children | **[ ]**  |
| 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** | **[ ]**  | If you have ticked this box **you** should complete **SECTION 4** (if applicable). |
| **I live with parents/carers/guardians** (complete details below) | **[ ]**  | Ask parents/carers to complete **SECTION 4** (if applicable). |
|  | **Adult 1** | **Adult 2** |
| **Title** (Mr/Mrs/Ms etc.) |       |       |
| **Surname** |       |       |
| **Forename(s)** |       |       |
| **Relationship to applicant** |       |       |
| **Did you receive Free School Meals in Year 11?** | **[ ]** YES - If YES, go to **SECTION 5.** **[ ]** NO - If NO, go to **SECTION 4.** |

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| **SECTION 4: Assessment of Income** |
| Please **tick** and **enclose proof**, if you are in receipt of any of the following: |
| **[ ]** Income Support**[ ]** Child Tax Credit (with gross annual income of less than £21,000**[ ]** Employment and Support Allowance**[ ]** Job Seekers Allowance (JSA) | **[ ]** Guaranteed Element of State Pension Credit**[ ]** Housing Benefit or Council Tax Benefit**[ ]** Support under Part IV of the Immigration and Asylum Act 1999**[ ]** Universal Credit. |
| **Are your parent(s)/Carer (s) not in receipt of one of the benefits listed above but are employed or self-employed with a gross household income of less than £21,000?** | **[ ]** YES **[ ]** NO |

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| **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: | £      |  |
|       |  | **[ ]** Termly **[ ]** One-off |
| **SECTION 5: Type of Assistance Requested (cont.)** |  |  |

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| **Books needed for a particular course or Exam resit charges.** Please supply details: | £      |  |
|       |  | **[ ]** Termly **[ ]** One-off |
| **The cost of educational visits related to courses.** Please supply details: | £      |  |
|       |  | **[ ]** Termly **[ ]** One-off |
| **Other costs.** Please supply details: | £      |  |
|       |  | **[ ]** Termly **[ ]** One-off |
| **TOTAL** | £      |  |

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| **SECTION 6: Information and Conditions** |
| * If your application for a Bursary is successful an award will be made three times during the year, unless your request is for a single award to help with equipment or costs to support an educational visit.
* Payments at the start of terms 2 and 3 shall only be made to students who have met the following conditions:
* Have achieved less than 3% unauthorised absence in the previous term.
* Has not been the subject of any exclusion.
* Has displayed a good attitude to learning in all their subjects.
* 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** |

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| * 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.
* I/we have read the Information and Conditions in Section 6.
* **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/carers’ 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. |

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| **OFFICE USE ONLY** | Date received:       | Signature:       | Application Logged |

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| **APPLICATION STATUS** |

**COMPLETE INCOMPLETE**

**If incomplete please give more information here e.g. information or evidence required/action (s) taken. Please**

**also include staff initials for any actions taken.**

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| **ALLOCATION OF FUNDS** |

**TRAVEL: Distance (miles) Termly Amount:**

**COURSE CHARGES/**

1. Subject…………………………...................................................Amount………………..
2. Subject…………………………………………………………………………. Amount………………..
3. Subject…………………………………………………………………………. Amount………………..
4. Subject……………………………………………………………………………Amount………………

**RESITS:**

1.Subject…………………………………………………………………………………….Amount…………………

2. Subject……………………………………………………………………………………Amount…………………

**EDUCATIONAL**

**VISITS:**

**BOOKS:**

1.Subject…………………………………………………………………………………….Amount…………………

2. Subject…………………………………………………………………………………….Amount…………………

Please supply details:

**OTHER COSTS:**