



Appendix A

16 to 19 BURSARY FUND

Student Full Bursary Registration/ Claim form 2023/2024

For students aged under 19 at 31.08.23. If aged 19 or above make claims using Discretionary Bursary

Student Name :

Form : _____

Eligibility Criteria (please tick)

I am :

- ☐ in care or a care leaver
- ☐ receiving Income Support or Universal Credit because I am financially supporting myself or financially supporting myself and someone who is dependent on me and living with me such as a child or partner.
- ☐ receiving Disability Living Allowance (DLA) in my name or Personal Independence Payments in my own right as well as Employment and Support Allowance Or Universal credits in my own right.

The School must submit a Funding Claim to the SBSS to draw down funding before payments can be made

Full Bursary: up to £1,200 per year can be claimed and will be divided into weekly payments or as agreed by Head of 6th form. Payment will be made by BACS using the details below:

Bank Details :

Your bank sort code : ____ ____ / ____ ____ / ____ ____ Your account number : _____

Your account name:

The awarding of the Bursary is subject to certain criteria and by making this claim you confirm that:

- you will have no unauthorised absences during the school day and must maintain an attendance level above 95%
- you will show an acceptable level of behaviour and receive no internal or fixed term exclusion;
- there must be a level of achievement and attitude to learning, including the requirement to meet any coursework or assignment deadlines;
- your school report must be positive;
- you will complete a questionnaire with information on how the bursary funds have helped your studies.

I confirm that should I not meet the criteria above I agree to refund any bursary already paid to me and I revoke the right to further funds.

Signed :

Student Date :

Signed :

Head of Sixth form Date :

The completed claim together with criteria evidence should then be given to the accounts department who will process your claim and if eligible you will receive payment via BACS