



16 – 19 Bursary Fund Application Form 2020-21

Please read the guidance available on the school website prior to completion of this application.

This form must be completed by the student and a parent(s) / carer(s) whom the student lives with the majority of the time. Completed applications must be submitted with all necessary supporting documentation

Please indicate which Bursary you are applying for:

Level 1: Bursary for Vulnerable Groups Please complete all of the application form

Level 2: Discretionary Bursary Fund Please complete sections A, C, D and E

Section A – Student Details

Please complete all information in BLOCK capitals:

Surname:	Forename:
Date of Birth:	Age at 31/8/2020:
Previous School Name (if not RGS):	
Address:	
How long have you been resident in the UK?:	
Home Telephone Number:	Parent Mobile Number:
Student Mobile:	Student E Mail:

Please provide the student's banking details, where funds might be sent by BACS if appropriate:
Please note that monies will only be released into an account in the name of the student. If a student does not yet have a bank account set up it is recommended that this is done as soon as possible.

Account Holder's Name:	
Bank Name:	
Sort Code:	
Account Number:	

Section B – Eligibility for Vulnerable Groups Bursary

Are you a young person in care?	Yes	No
Are you a care leaver?	Yes	No
Are you a young person in receipt of Universal Credit or income support because you are financially supporting yourself?	Yes	No
Are you a disabled young person in receipt of employment and support allowance or Universal credit who are also in receipt of disability living allowance?	Yes	No

If you answered YES to any of the above questions, please attach evidence of this with your application form.

Section C – Eligibility for Discretionary Bursary

Were you eligible for free school meals in Year 11?	Yes	No
Does your household receive means-tested benefits e.g. Working Tax credit or Universal Credit?	Yes	No

If you answered YES to any of the above questions, please attach evidence of this with your application form.

What is your total annual household income?	£
What is your household's take-home monthly wage (this is after tax, national insurance etc is removed)	£
If you are in receipt of any means-tested income support, such as Universal Credit, what is the amount received from this on a monthly basis?	£

Please supply evidence of your household income by way of a P60, Working Tax Credit annual statement letter from HMRC, Receipt of Benefit Notification, Tax Credit Award Notification or Self Employed Income Notification. For recipients of Universal credit, please provide the last 3 Universal Credit Monthly Award notices.

Please provide the National Insurance Number for any adults living in the family home:

Adult 1 Full Name:	Adult 2 Full Name:
National Insurance Number:	National Insurance Number:

How many other dependent children are there in your household (excluding the student applying for the 16-19 bursary)	
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Please give details of any other dependent children below including their names and ages:

Section D – Financial Need

Do you have frequent access to a PC / Laptop at home for use in your studies?	Yes	No
Do you travel to school by public transport?	Yes	No
If yes, what is the approximately weekly cost of your travel	£	

Section E – Specific Needs

Please identify some of the items you are applying for support towards and the approximate cost of these items. We do not expect this list to be exhaustive, but this will give an idea of need.

Specific need (e.g. transport, books)	Approximate amount requested
<i>Total</i>	

Please note, Discretionary Bursary Funds and payments will only be released either by direct ordering of the item(s) in question, or on presentation of a clear and valid proof of purchase for items deemed to be of educational value.

Section E – Proof of income / benefit

Whatever you have declared in Sections B and C must be supported with evidence in order for eligibility to be established. Please list below all documents being submitted in support of this application:

Document Name

Declaration

I/We confirm that all information provided is true and I will notify school if any circumstances change. I/We understand that the bursary will be provided on the basis that certain conditions set by the school as detailed in the Bursary Contract and understand that money may be claimed back if I/We knowingly gave information which is discovered to be false.

Student Signature:.....

Parent Signature:.....

Date:.....

Please submit this form, along with any relevant evidence for processing, by 4th September 2020