Student Bursary Application Form

2016/2017 age 16-18

Brockenhurst College

If you need any help in filling out this form, or need the form in a different format please email financialsupport@brock.ac.uk or phone the Student Bursary Team on 01590 625328

What financial support is on offer?

- **Discretionary Bursary**: for students who are aged 16 and under 19 at 31/08/2016 and live with a family whose income is less than £21,000 p.a. Will pay for essential course costs and contribute 50% towards the cost of a travel pass ordered from the college.
- **College Meal Support (FCM) -** 1 meal a day for students who meet the National Free College Meals Criteria
- **Vulnerable Bursary of £1200** for students who are aged 16 and under 19 at 31/08/2016 and are in care **or** a care leaver **or** claiming Income Support **or** are disabled and in receipt of both E.S.A. and D.L.A. **or** Universal Credit and P.I.P.

Important Information!

1. Make sure that you send **photocopied** evidence with your application form.
2. We **cannot** take responsibility for any evidence that is sent to us by post.
3. All awards will depend on funding the College receives from the Government. **No assumption should be made that you will get funding** and the College reserves the right to stop and remove funding at any time.
4. You must be participating in a college course funded by E.F.A.

Part 1 – Student Details

Student First Name:	**Student Surname:**	**ID Number:**
Student Date of Birth:	**Student age on 31st August 2016:**	
Student Address: **Postcode:**		
Student Landline Number:	**Student Mobile Number:**	**Student Email:**

Are you a Student who is currently in Care or Leaving Care?	Yes / No
Are you a Student who is returning to the College	Yes / No
Have you lived in the UK or European Union for 3 years before the start of your course?	Yes / No

Financial Support, Brockenhurst College, Lyndhurst Rd, Brockenhurst, Hampshire, SO42 7ZE

Part 2 – Income Details

Discretionary Bursary and College Meal Criteria **Family is in receipt of :**	**Type of Bursary you will be eligible for**	**Photocopied evidence required with this application**
Income Support	**Discretionary + FCM**	Letter confirming Income Support, dated within 6 months
Job Seekers Allowance (Income Based)	**Discretionary + FCM**	Letter confirming Income Based Job Seeker Allowance, dated within 6 months
Employment and Support Allowance (Income Based)	**Discretionary + FCM**	Letter confirming Income based Employment and Support Allowance, dated within 6 months
State Pension Credit (Guaranteed Element)	**Discretionary + FCM**	Letter confirming the Guaranteed Element of State Pension Credit, dated within 6 months
Working tax Credit	**Discretionary only. If income is less than £16190 then Discretionary and FCM**	All pages of the Tax Credit Award Notice for 2016/2017
Earned income of less than £21,000 p.a.net and have no additional benefits	**Discretionary only**	Last 3 month's payslips
Self-employed earnings of less than £21,000p.a. net	**Discretionary only**	Audited accounts or most recent tax return
Vulnerable Bursary £1200 Criteria **The Student is:**		
Currently in or Leaving Care with the Local Authority	**Vulnerable ONLY**	Letter/Email confirming status from Social Worker.
Receiving Income Support or Universal Credit	**Vulnerable + FCM**	Letter confirming Income Support, dated within 6 months
Disabled and getting Employment and Support Allowance **and** Disability Living Allowance.	**Vulnerable + FCM**	Letter confirming both E.S.A. and D.L.A. dated within 6 months
Disabled and getting Universal Credit and Personal Independence payments	**Vulnerable + FCM**	Letter confirming U.C. and P.I.P.

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Part 3 – Household Details

Please state who you live with and their relationship to you.

Name	Age if Under 16	Relationship to the Student (e.g. Mother, brother, partner)

Part 4 – Declaration and Signatures

I confirm that if I am in receipt of a Student Bursary Award:

- It is my responsibility to ensure that I attend and successfully complete my course in full.
- Payments and awards could be stopped or suspended if I am subject to any part of the College's disciplinary process or teaching staff feel that my behaviour and completion of work falls below the standards that they expect and have set.
- I have completed this form with accurate information and supplied the relevant evidence.
- I have fully read and fully understood the College's Student Bursary Policy (FE) [see college website]

I agree that all the information given on this application form is correct and I understand that the College has the right to reclaim any funding if I am found to have provided incorrect information or do not complete my course.

The information you provide on this application form will be used for the purposes of supporting your education through the provision of funding via College's Student Bursary Schemes as outline in The College's approved Student Bursary Policy (FE). It will be shared internally within the college and externally with the Education Funding Agency (EFA) .These organisations may collect and share this information with other organisations for the purposes of administration, careers and other guidance, statistical and research purposes. In signing this application form you give your consent to the use of your personal data in this way.

Signature of Student:	**Date:**
Parent/ Guardian/Carer:	**Date:**

Have you done all you needed to do?

Before you send in this form please make sure you have done the following:

- Completed all parts of the form
- Signed and dated this page (both Student and Parent)
- Attached relevant evidence; see Page 2.

What will happen next?

- We will write to you within 10 working days of receiving your application form.

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PLEASE SEND TO: Financial Support, Brockenhurst College, Lyndhurst Rd, Brockenhurst, Hampshire, SO42 7ZE