



## Glyn School 16-19 Bursary Fund Application Form 2020-2021

### **Bursary Fund**

The Glyn School 16-19 Bursary Fund is targeted to reach students who face significant barriers to participating in education it will target funds to help the students in greatest need. (Please see categories 1- 6 on the application form).

Students whose current household income is up to £16,190 p.a.

### **Discretionary Fund**

The Discretionary Fund system includes a sum of £125.00 a year. Additional funds may be available for students attending course specific residential trips e.g. Geography field trip, Biology field trip or BTEC trips. The Discretionary Fund can be used for specific educational purposes such as books & equipment; examination resit fees; university application (UCAS) fees; educational visits and transport costs if an Oyster card is not available etc.

Discretionary Fund is available for students whose current household income is no more than £30,500 per year.

### **Application Process and Payments**

All initial applications are to be made to the Sixth Form Office and handed to Mrs J Bennett, along with the required up-to-date evidence by Friday 2 October 2020. We will take applications after this date but acceptance will be subject to available funds.

Glyn School will process the information and advise you, in writing, of the outcome. All eligible bursary payments will be back-dated to the date of the original application if the application is received before 2 October 2020.

All Bursary Payments will be made directly into the student's nominated account, one week in arrears, and will be subject to the conditions laid down in the 16-19 Bursary Fund Agreement.

Please note that Glyn School guarantees that all personal information, including bank details and household earnings, will be stored securely and will remain strictly confidential.

Throughout the year applications will be considered subject to funds being available. Please ensure you have read and understood the school's Guidelines for Applications and the 16-19 Bursary Discretionary Fund Policy document which are available on the school website before completing this form.

Please hand this form to the Sixth Form Office along with any relevant up-to-date evidence for processing

Please indicate which fund you are applying for:

Bursary Fund

Discretionary Fund

Please complete all information in BLOCK capitals:

Surname:		Forename:	
Year:		Tutor Group:	
Date of Birth:	Age at 31/8/2020	Sex: Male/Female	
Address:			
How long have you been a resident in the UK?			
Home Telephone Number:		Parent/Carer Mobile Number:	
Student Mobile:		Student Email:	

1. Are you a young person in care?	Yes	No
2. Are you a care leaver?	Yes	No
3. Are you a young person in receipt of Income Support?	Yes	No
4. Are you a disabled young person in receipt of Employment and Support Allowance who is also in receipt of Disability Living Allowance?	Yes	No
5. Do you have any other exceptional circumstances which would support your application as a vulnerable student?	Yes	No
6. Are you eligible for free school meals?	Yes	No

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

7. What is your household income? (Please complete)	£
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Please supply evidence of your household income by way of a P60, Receipt of Benefit Notification, Tax Credit Award Notification or Self Employed Income Notification, Child Tax Credit/Pension Credit, Income Support or Universal Credit, Income Based Job Seekers Allowance or Asylum Seeker NASS letter. All evidence must be provided to the Sixth Form Office along with the completed application form.

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If you are applying for the Discretionary Fund please provide us with details of items or trip costs you wish the Bursary Discretionary Fund to cover. If applicable the items you require will be purchased through the school. If you have already purchased the items, please provide us with a proof of purchase.

8. Details of items you require e.g. Equipment, examination resit fees, university application fees, books (please provide ISBN numbers) educational visits or transport costs	Cost	Please attach receipt and tick this box if you have already paid for the item and require a refund	Please tick this box if the Item is to be paid for by Glyn school on your behalf

9. Please provide additional information that may be relevant including the details of any Discretionary Fund requests. (Please attach further details if necessary).

10. Please provide the student's banking details, where funds will be sent by BACS:

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

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

**Please hand this form to Mrs J Bennett in the Sixth Form Office along with any relevant evidence for processing**

Student signature .....

Parent signature.....

Date: .....

**School Use Only:**

Date Claim Received:						
Applied for Weekly Bursary:						
Applied for Discretionary Fund:						
Evidence Seen:	Q1-6		Q7		Q8	
	Q9		Q10		Bank	