

The 16-19 Bursary

Information for Students

The Government are introducing the 16-19 Bursary Fund from September 2011 to help young people who need financial support to enable them to stay on into the sixth form.

Students most in need (Priority Group) have been identified as those in care, care leavers, those receiving income support and disabled young people receiving both Employment Support Allowance and Disability Living Allowance. These students are eligible to apply for a bursary of £1200 a year, and in order to receive the money will need to meet the required attendance and progress criteria set out by the college and outlined below.

Other students who face financial difficulty are also able to apply for a bursary to go towards costs associated with staying on at college. These may be costs regarding transport, trips, books and equipment and paying for examination resits. These payments will only be made on the basis of good attendance and progress being made.

How to Apply

- If you are a student from the Priority Group you will need to complete the enclosed green application form and supply the necessary evidence and documentation as noted on the application form. We ask that you return your application to the Finance Office in college no later than Friday 23rd September. The Finance team will then check your application to see if you are eligible to meet the criteria and be awarded a £1200 bursary. You will be notified in writing by Friday 14 October.
- If you want to apply for a bursary on the grounds of financial difficulties, you need to take into account the following:

Is your annual household income less than £20,000?

If yes, please complete the Financial Assessment Form (Pink) and supply the necessary financial information as noted on the application form. All financial information supplied will remain confidential. The form and evidence should be returned to the finance office no later than Wednesday 28th September. Your application will be means assessed and you will be notified in writing by October Half Term if you are eligible or not to access a bursary fund. The amount of funds available are likely to be limited and you will be notified at the time the amount of funds available to you to use during the year, providing you meet the attendance and progress criteria.

How will it work?

- If you are eligible to the £1200 bursary you will receive a proportion of this funding every half term, providing you meet attendance and progress criteria. The money will be transferred into your bank account. Payment will be withheld pending an investigation into a failure to meet the attendance and progress criteria by the Assistant Principal (Sixth Form).

Appendix 1

- If you are eligible for a financial bursary, you will be able to claim for money from your fund to go towards costs, whether for travel, books, trips etc. Each half term you can make an application to claim for costs incurred for up to a 1/6th of your total fund. This can be waived at the discretion of the school on the basis of your individual need.

Payments will be made dependant on:

- you still having available funds in your account
- you meeting the attendance and progress criteria

Each half term you will be given a running balance for your fund to enable you to keep track of how much money you have spent and have remaining.

If you don't meet the attendance and progress criteria, we have the right to withhold your claim and providing you meet the criteria the next half term, money can then be claimed again.

Attendance and Progress Criteria

In order to be eligible to claim your bursary:

1. Your attendance must not fall below 90% per half term, otherwise payments will be withheld.
2. Your progress will be tracked using the college SP data each half term. If you receive a HGAL score of 4 your payment will be withheld.