**16-19 BURSARY FUND ELIGIBILITY APPLICATION FORM**

***\*\*\*\*\*\*\*\* CONFIDENTIAL \*\*\*\*\*\*\*\****

**Please complete all of the sections of this form**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Please complete this form using BLOCK CAPITALS | | | | | | | | | |  | | | For Office Use  Ref: |
| SECTION 1 – About The Parent / Carer **Please provide your name as known by the Benefits Agency, Inland Revenue, Liberata or National Asylum Support Service.** | | | | | | | | | |
| **Surname:** |  | | | | | | **Title:** | | | Mr/Mrs/Miss/Ms | | | |
| First Name |  | | | Middle Name | |  | | | | **Your Date of Birth:** | |  | |
| **Address:** |  | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
|  | | | | | | | | **Postcode:** | | |  | | |
| **National Insurance No:** | |  | | | **Contact Telephone Numbers:** | | | | | |  | | |
| **Do you have a husband/wife or partner living at this address?** | | | | | | | | | **YES**  **NO** | | | | |
| **If yes, please give details:** | | | Surname: | | | | | | **First Name:** | | | | |
|  | |  | | | | | | | | | | | |
| **Have you moved home in the last 12 months?** **YES**  **NO** | | | | | | | | | | | | | |
| If yes, please give your previous address: | | | | | | | | | | | | | |

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| **SECTION 2 – Confirmation of parent / carer benefit received** |
| **Is the parent(s) / carer(s) in receipt of:** |
| 1) Free School Meals\* In Progress  YES  NO  *\* Please note we are unable to process your application for bursary funding until you receive notification of authorisation from Wiltshire Council that your application for free school meals has been approved.* |
| 2) Child Tax Credit/Universal Credit\*\* YES  NO  *\*\* As proof of receipt of Child Tax Credit and income, please provide a copy of the HMRC Final Tax credits/Universal credit decision document for the most recent financial year for which you have records (or suitable alternative eg. P60) (We require 3 consecutive monthly copies of Universal Credit Award notices).* |

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| **SECTION 3 – Confirmation of young person’s status** | | | | |
| **Name** |  | | **Date of Birth** | **Tutor Group** |
| **Is the young person:**   * in care YES  NO * a young carer YES  NO * receiving income support/universal credit YES  NO * a disabled young person receiving both Employment Support Allowance and Disability Living Allowance YES  NO   **Evidence of receipt of any benefits is requested.**  **Please indicate what the Funding will be used for:**  *(Supply any additional information on a separate sheet)* | | | | |
| **Mode of transport to school** *(please give details, e.g. bus number / names):* | |  | | |

|  |  |
| --- | --- |
| **SECTION 4 – Bank details of young person (into which funding will be paid)** | |
| **Name of young person**  *(as per bank account)* |  |
| **Bank Name:** |  |
| **Sort Code:** |  |
| **Account Number:** |  |

**Declaration:**

I confirm that the information on this form is correct at the time of completion, and that I will inform the school as necessary if circumstances change.

Signed: …………………………………………….…… (Parent / Carer)

Signed: …………………………………………………. (Student) Date: …………………………………..

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| --- |
| Office Use Only  Assessed by (initials) ……………………….. Assessment Date:…………………..  Entitlement: :…………………………… Letter type:………………………… |