



Bursary Fund Application Form for the 2025 to 2026 academic year

Please complete the form and hand it to Mrs Jageliene together with your supporting evidence. Please note, the application **MUST** be made by the student.

Student Details					
Title:		First name:		Surname:	
DOB:			Age: (You must be 16, 17, 18 (and under 19) on 31 st August 2025 to apply)		
Address:					
Postcode:		Telephone:		Email:	
Have you the right of abode and been resident in the UK for the last 3 years?				Yes <input type="checkbox"/>	No <input type="checkbox"/>

Bursary Criteria
To qualify you must be aged 16 or over and under 19 on 31 August 2025 and meet the EFA's residency criteria. The bursary is paid to enable you to attend training with us and will only be paid if your attendance and behaviour meet the required standard.

Vulnerable Bursary Criteria	
To qualify you must fall into one of the below categories and produce the required evidence as stated.	
Are you in receipt of Income Support or Universal Credit in your own name? (evidence required - Income Support or Universal Credit Statement Letter)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Care Leaver or currently looked after in care or unaccompanied asylum seeker? (evidence required - letter from Local Authority)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Disabled student in receipt of <u>both</u> Employment Support Allowance/Universal Credit equivalent and Disability Living Allowance/Personal Independence Payments (evidence required, financial statement showing <u>both</u> ES + DLA/PIP)	Yes <input type="checkbox"/> No <input type="checkbox"/>

Discretionary Bursary Criteria

Your household income is one of the criteria which will help us to assess your application.

If you are registered for Free School Meals, you will automatically qualify for a Discretionary Bursary.

If your **TOTAL** Household income exceeds **£25,000 per annum**, you will not usually be eligible for a Bursary payment unless you can evidence financial hardship.

Please tick to indicate what type of evidence you have provided. If you cannot provide evidence then we cannot process your application for bursary payments.

P60	<input type="checkbox"/>	Income Support/Universal Credit (award letter)	<input type="checkbox"/>	Full Tax Credit Award Notice	<input type="checkbox"/>
Self employed earnings (official tax return)	<input type="checkbox"/>	Other benefits/pension (award letter)	<input type="checkbox"/>	Wage slips for household	<input type="checkbox"/>

Have had notification from North Somerset of eligibility for Free School Meals

Please list all other household members and relationship to Student:

Adult 1	Relationship to Student
Adult 2	Relationship to Student
Any other Adults	Relationship to Student
Number of Siblings under 18 years old	

The amount of financial assistance you will receive is dependent on your personal circumstances. It is intended to help you with the costs of overcoming any financial barriers you may have when attending learning.

Using the table below, please tell us what you would like financial assistance with. This information is strictly confidential and will only be used for this assessment purpose.

	Provisional Details and Costs (please give as much information as possible)
<p>Travel (must live 2 miles or more away from school, as measured by using google maps for walking)</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>	
<p>Education Trips e.g. Field Trips</p> <p>(Please ask the teachers of your subjects which trips are part of the curriculum and their rough cost)</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>	
<p>Course Textbooks</p> <p>(Please list the subjects you are taking, the specific textbooks required and their rough cost)</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>	

The amount available to students will be dependent on the number of applicants for the Bursary. Please tick the items you would like help with above and add any specific details.

Please note that any purchases you make are not guaranteed to be reimbursed. Therefore, please apply for the school to approve and make any purchase requests.

Please provide your (students) bank details below, as printed on your bank card or statement.

Bursary payments will be paid directly into Students bank accounts only (by BACS).

Please be aware that Bursary awards can be paid 'in kind' e.g. by purchasing any equipment required or providing Students with a travel pass.

Account Name: _____

BIB Reference (Admin use): _____

Account Number:

Sort Code:

STUDENT DECLARATION

- I declare that the information on this form is true and accurate to the best of my knowledge. I have made this claim for Bursary payment, fully aware that any false statements can lead to withdrawal/refusal of any financial support and may lead me open to prosecution.
- I understand that if I refuse to provide information which may be relevant to my claim, the Application will not be accepted.
- I understand that monies I receive under the Bursary Scheme will be paid on condition of standards of attendance and behaviour, as explained in the [16-19 Bursary Fund Policy](#).

HOLIDAYS WILL BE UNPAID.

- I will attend regularly and complete the course for which my bursary is supporting me. If my attendance falls below 90% I understand that any travel payments will stop.
- When changes to my household financial circumstances occur (which may result in changes to my claim), I confirm will notify Clevedon School immediately.
- I will notify school immediately with any changes to my Bank/Building Society details.
- I understand that monies I receive under the Bursary Scheme have been awarded to provide me with financial support to allow me to continue in education, and if I leave education all financial support will stop.
- I understand that I do not have an automatic entitlement to Bursary payments, and all payments are based on the information I have provided.
- I am clear that the Bursary payments I receive are to provide me with means to remain in education and are to be used for items such as: books, equipment, travel costs, meals, additional costs i.e. essential trips, miscellaneous course costs.
- I understand I have the right to appeal if I disagree with the outcome of my Bursary Application. This appeal should be made to my institution, but if I feel I have not been treated fairly, I can follow the School's Complaints Procedure.

Applicant Signature:

Date:

Assessment and Approval **2025/26**

FOR OFFICE USE ONLY (Not to be complete by the student or parent/carer)

Eligibility – please tick appropriate box (✓)

Student Name:	D.O.B:
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Vulnerable Bursary	<input type="checkbox"/>	<ul style="list-style-type: none">• Those young people who receive income support/universal credit• Care Leavers or young people who are looked after children, or unaccompanied asylum seekers• Disabled young people in receipt of both Employment Support Allowance/Universal Credit equivalent and Disability Living Allowance/PIP
Discretionary Bursary	<input type="checkbox"/>	<ul style="list-style-type: none">• Young people facing financial barriers to participation in further education. Agreed standards of behaviour and attendance should be met.• Young people in receipt of Free School Meals

Assistance Requested	Assistance Granted ✓
Travel	<input type="checkbox"/>
Education Trips eg. Field Trips	<input type="checkbox"/>
Textbooks other course materials	<input type="checkbox"/>

SIGNED:

DATE:

NAME: