

16–19 BURSARY FUND / FREE COLLEGE MEALS 2021/2022

1st APPLICATION DEADLINE: AUTUMN TERM 14/10/2021

| | | | |
|---------------|--|-----------------|--|
| Date Received | | Application No. | |
|---------------|--|-----------------|--|

PART A – TO BE COMPLETED BY THE STUDENT

Part A: Section 1 - Personal Information

| | |
|--|---|
| Surname/Last Name | First Name(s) |
| Date of Birth | Age (at 31/08/20) |
| Your addressPost Code | Your Telephone Number Your email address |

Have you been resident in the UK or EU/EEA for the last 3 years? Yes No

Part A: Section 2 - Programme Details

Study Programme Supported Internship Leigh Wigan

Part A: Section 3 - £1,200 Bursary for Vulnerable Students- Available to students under the age of 19 on the 31/8/2021 and who meet one of the following criteria

| | | |
|---|------------------------------|-----------------------------|
| Are you in Local Authority care, a care leaver or living with foster parents? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Are you in receipt of Income Support/Universal Credit? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Are you in receipt of Employment Support Allowance and Disability Living Allowance (or Universal Credit and Personal Independence Payment)? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

You must enclose a letter from your key worker or local authority or proof of benefit dated from April 2021. Full copies only will be accepted.

If you have answered **Yes** to any of the above go to **Page**, you do not need to complete Part B. The Vulnerable Bursary is determined externally (by central government) and the bursary is guaranteed for students meeting the eligibility requirements supported by appropriate evidence and subject to them requiring financial assistance.

If you do not qualify for a Vulnerable Student Bursary, you may be eligible for Discretionary Bursary Funding and/or Free School Meals.

Discretionary Bursary

The funding available for discretionary bursaries is limited and is intended to support the most vulnerable to stay in education. Eligibility to this fund does not guarantee an award. Funding will usually be allocated on a first come first served basis but in circumstances where there is greater demand that can met by the fund the college reserve the right to award on a needs led basis as determined by the bursary panel.

Free School Meals - An allocation of £2.60 will be made for each day in attendance subject to eligibility. See Section C.

Support towards Travel – An allowance of up to £10.00 per week is available to support travel to and from College/Placement. All allocations are based on falling below maximum household income thresholds currently set at £22,000 and are awarded on an individual basis subject to circumstance and submission of appropriate evidence. See Section D

Additional Support – An allowance of up to £50.00 per month will be available to those students facing exceptional hardship to support any additional expenses incurred through participation on their course. All allocations are based on maximum household income thresholds currently set at £18,500 and are awarded on an individual basis subject to circumstance and submission of appropriate evidence. See Section D

Exceptional Support - A small fund is available to support any student requiring access to additional funds to cover one off expenses incurred through participation on the course. This may include trips, equipment, clothes. In order to qualify for access to this fund students must be living in a household with a combined annual income of less than £25,000. Requests for funding will be considered on an ongoing individual basis.

Bursary payments are **not an entitlement** they are to support your attendance and engagement at college so that you can make the best of your educational opportunity. Expanse Learning expects 100% attendance from all its students and this will be monitored throughout the academic year.

| For Office Use Only | | | | |
|-------------------------------------|------------------------------|-----------------------------|--|--------------------------|
| Vulnerable Bursary Check | | | Evidence | |
| Student under 19 31/8/19 | Yes <input type="checkbox"/> | No <input type="checkbox"/> | | |
| Student Cat. A | Yes <input type="checkbox"/> | No <input type="checkbox"/> | Letter/Care Statement/Address <input type="checkbox"/> | |
| Student Cat. B | Yes <input type="checkbox"/> | No <input type="checkbox"/> | IS/UC <input type="checkbox"/> | |
| Student Cat. C | Yes <input type="checkbox"/> | No <input type="checkbox"/> | ESA/UC <input type="checkbox"/> DLA/PIP <input type="checkbox"/> | |
| Amount Awarded | £ | | Half Termly Rate £ | |
| Discretionary Bursary Check | | | Eligibility | |
| Household Income | | | TS <input type="checkbox"/> AS <input type="checkbox"/> FCM <input type="checkbox"/> ES <input type="checkbox"/> Reject <input type="checkbox"/> | |
| Support Category | Total | Daily | No | Evidence Provided |
| TS | Yes <input type="checkbox"/> | No <input type="checkbox"/> | | |
| AS | Yes <input type="checkbox"/> | No <input type="checkbox"/> | | |
| FCM | Yes <input type="checkbox"/> | No <input type="checkbox"/> | | |
| ES | Yes <input type="checkbox"/> | No <input type="checkbox"/> | | |
| Amount Awarded | £ | | Half Termly Rate £ | |

PART B – TO BE COMPLETED BY THE PARENT(S) / GUARDIAN(S) / CARER(S)

Part B Section 1 Discretionary Bursary – Eligibility Check

| | | |
|---|------------------------------|-----------------------------|
| Does the student live with adults who are mainly responsible for them | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Does the student live in a household with an income below £22,000 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Does the student live in a household with an income below £18,500 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Does the student live at the address shown overleaf | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Is Child Benefit claimed for the student | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Does the student have an Educational Health Care Plan | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

You must enclose a copy of ALL pages of your 20-21 Final Tax Credit Award Notice. Or a recently dated (within the last 3 months) Universal Credit Letter. If you are not in receipt of Tax Credits enclose P60s or if self-employed SA302.

Students aged over 19 with an EHCP and living independantly should submit evidence of own household income.

Part B Section 2 Travel Support

All students with a household income below £22,000 are eligible to apply for a Travel Bursary to support travel to and from College/Placement. Travel bursaries are not available to those accessing LA funded assisted travel schemes, except in circumstances where additional travel is required. i.e. college to workplacement, to be determined on an individual basis.

I wish to apply for financial support towards my travel costs Yes No

How do you travel to college Private Car Bus Train Taxi

Part B Section 3 Additional Support

All students with a household income below £18,500 are eligible to apply for a Monthly Support Bursary to cover additional expenses incurred in attending college.

I wish to apply for financial support towards my college expenses Yes No

Part B Section 4 Free College Meals

Any student in receipt of a discretionary bursary will be eligible for Free College Meals. Students will also be eligible for Free College Meals if parent(s)/guardian(s)/carer(s) or student receive one or more of the following benefits: *(Please tick all that apply)*

| | Adult 1 | Adult 2 | Student |
|---|---------|---------|---------|
| Income Support | | | |
| Income-based Jobseekers Allowance | | | |
| Income-related Employment Support Allowance | | | |
| Child Tax Credit (provided you are <u>not</u> working/not entitled to Working Tax Credit) and have an annual gross income of no more than £16,190 | | | |
| State Pension Credit (guarantee credit only) | | | |
| Universal Credit (during initial roll out only) | | | |
| Support under part V1 of the Immigration and Asylum Act 1999 | | | |

You must enclose a copy of your letter showing benefit entitlement from April 2021 or a copy of ALL pages of your Final 20-21 Tax Credit Award Notice.

Part C: Section 1 - Student Bank Details

Most awards will be made by internal transfers in college. Any awards to students will be made direct into the student's bank account. Please fill this in carefully and ensure the information is accurate.

Name of Account Holder.....

Name of Bank

Account Number: Sort Code:

Part D: Section 2 – Parent/Carer/Appointee Bank Details

Monies are normally only paid directly into student's accounts. Only in exceptional circumstances can monies be paid into parents/carers or appointed trustees.

Name of Account Holder

Name of Bank

Account Number Sort Code

Part E: Student and Parent/Guardian Declaration

- I/we declare that the information given is accurate and correct to the best of my knowledge
- All income/benefit sources are shown and the required evidence enclosed
- I/we understand that any assistance is subject to maintaining satisfactory levels of attendance, behavior and progress/attainment.
- Absences will be reviewed on an individual basis but all instances of unauthorized absence will result in deductions to bursary support
- I/we will inform Bursary Support immediately if the details given on this form change
- I/we understand that all or part of any payment may be repayable if I withdraw from my course for whatever reason during this academic year. The amount to be repaid will be determined by the College.

Student Signature **Date**

Parent/Guardian Signature **Date**.....

Parent/Guardian Name

Returning your application.

Completed applications and supporting evidence should be returned to Bursary Support, Expanse Learning, Leigh Sports Stadium, Leigh Sports Village, Sale Way Leigh WN7 4JY.

or

Bursary Support, Expanse Learning, Tyrer Avenue, Wigan WN3 5XE