

Section 3: Household Income – to be completed by parent(s) / carer(s)

	Parent / Carer (1)	Parent / Carer (2)
Please enter names:		
Employment income (please provide latest P60)		
Self-employment income (please provide tax return)		
Income from savings, shares, investments, trusts, dividends etc. (please provide official evidence)		
Pension income (please provide latest P60)		
Any other household income (please provide evidence)		
Tax credit (please provide official evidence)		
Child Support Maintenance (please provide evidence)		
Other benefits – please specify <i>Evidence must be submitted with the application form – see final page for listings. Failure to provide evidence will result in the application being declined</i>		

Section 4: Learner Status

The school prioritises applications for some groups of people. Please tick **Yes** or **No** to the following statements:

THESE RELATE ENTIRELY TO THE STUDENT – NOT PARENT OR GUARDIAN

	Yes	No
I am in receipt of Disability Living Allowance/Personal Independence Payments	<input type="checkbox"/>	<input type="checkbox"/>
I am in receipt of Income Support or Universal Credit	<input type="checkbox"/>	<input type="checkbox"/>
I am in care / classed as a 'looked after child' by the Local Authority	<input type="checkbox"/>	<input type="checkbox"/>
I have been in care and am now classed as a 'care leaver'	<input type="checkbox"/>	<input type="checkbox"/>
I am in receipt of Employment Support	<input type="checkbox"/>	<input type="checkbox"/>

Section 5: Learner and Parent(s) / Carer(s) Declaration

The declaration below must be signed by all students and by the Parent(s) / Carer(s) if income details have been provided.

I / we certify that the information given is, to the best of my / our knowledge and belief, correct. I / we will inform the school of any change in circumstances and I / we understand that money may be claimed back if information provided is known to be false.

I / the student also understand that completion of this application does not guarantee that I will receive the financial support that I have applied for and that any delays caused in providing evidence will delay my application.

I / the student understand that my attendance and attainment at school will be monitored and if I leave school without completing my course, I must repay all or part of the funding awarded to me. I understand that all applications are processed subject to availability of funds and eligibility criteria.

I / the student understand that I may be asked to return books and / or equipment purchased with Bursary funds. If the application for a Bursary is successful an award may be made in installments through the school year.

Payments can only be made to students who have met the following conditions:

- Have achieved 95 % attendance in the previous term
- Have not been the subject of any exclusion/formal warning
- Have a positive attitude to learning (as agreed by Head of Year/Sixth Form)

Support is subject to funds being available at the time your application is received and assessed. This is a limited fund and once exhausted no further funding will be available. You should, therefore, be aware that a financial reimbursement for your expenditure is not guaranteed.

Student signature		Date	
Parent(s) / carer(s) signature		Date	

Type of income evidence required to support an application

(Please hand in all evidence with this application – it can be scanned and returned to you)

Annual Salary - P60 for tax year, or week 52 pay slip or month 12

Employment Support Allowance - Award letter

Working Tax Credit / Child Tax Credit – Full Award Notice

Child Maintenance Support – Copy of notice or a bank statement entry

Child Benefit - Award letter

Grants or Bursaries etc - Relevant paperwork detailing entitlement and amount paid

Any other income/benefit - Relevant paperwork

STUDENT'S Personal Independence Payment (PiP) - Award letter – where noted in Section 4

STUDENT'S Disability Living Allowance - Award letter – where noted in Section 4

Where any of the above documentation is not available, please submit a copy of the most recent 3 month's bank statements with items above marked.