

## 2024-25 Bursary Application Form

*We may request additional information from Students, this will be done via the Student's school email.*

Students will be informed in writing once eligibility for a Bursary has been established.

**Bursary payments are only made if attendance and behaviour meet the required standard and Students remain at Durham Sixth Form Centre. If attendance falls below 90% payments may be reduced.**

### ***Before completing this form, please read the Guidance***

#### 1. Student Details

Title:		Legal Forename:				
Legal Surname:		DOB :				
Current Age :		Please select Year of Study:	Y12		Y13	Y14
Address 1 :		Address 2 :				
Town :		Post Code :				
Tel/Mob :		Email:				
Have you been a resident in the UK for the last 3 years or have a legal right to be a resident in the UK? <i>Please tick one box</i>			YES	<input type="checkbox"/>	NO	<input type="checkbox"/>

#### 2. Bursary Type

Which type of Bursary are you applying for? – **PLEASE SELECT ONE OPTION ONLY**

<p><b>Vulnerable Pupil Bursary</b> For LAC, Care leavers or Students living Independently</p> <p><b>£1,200 per year</b> <input type="checkbox"/></p>	<p><b>Free School Bursary</b> Students who have received FSM in the past, or think they now qualify for FSM</p> <p><b>£870 per year</b> <input type="checkbox"/></p>	<p><b>Travel Bursary</b></p> <p>Zone 1 - £510 per year <input type="checkbox"/></p> <p>Zone 2 - £570 per year <input type="checkbox"/></p> <p>Zone 3 - £645 per year <input type="checkbox"/></p> <p>Zone 4 - £705 per year <input type="checkbox"/></p>
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Please see guidance for evidence required

**What evidence of household income have you included?**

**If your circumstances have changed and you think you may qualify for Free School Meals please complete section 7 – Durham County Council Free School Meals Verification**

#### 3. Household Details

Who lives with you in your household?

Mother	<input type="checkbox"/>	Guardian or Carer	<input type="checkbox"/>	Siblings under 19 years	<input type="checkbox"/>
Father	<input type="checkbox"/>	Grandparents	<input type="checkbox"/>	Siblings over 19 years	<input type="checkbox"/>
Living independently	<input type="checkbox"/>	Other – please specify			

#### 4. Student Bank Account Details

**Bursary payments will be made directly into the Student's Bank Account ONLY**

Payments are made via BACS by Durham County Council on a Termly basis

Student Name

(as it appears on your Bank Account)

Sort Code

 -  - 

Account No.

       

You are required to inform the school immediately of any changes to your Bank /Building Society details

#### 5. Top up Bursary

Top-up Bursary payments will only become available after all qualifying applications have been paid. This funding is not available to students in the defined vulnerable groups. This funding is available to Students who are **NOT** eligible for a Discretionary Bursary, **BUT** their total household taxable income is £31,000 or less.

**Funding is not guaranteed and there is a maximum payment of £340.**

Do you want to apply for the Top up Bursary funding?

YES

NO

#### 6. Student / Parent(s) / Guardian(s) / Partner Agreement

We will not be able to process this application unless you sign and date this agreement

- I confirm that the information I have given on this form is correct and completed to the best of my knowledge and belief
- I understand that any attempt to dishonestly obtain a 16-19 Bursary shall be treated as fraud and may result in criminal and/or civil proceedings against me
- I understand that any Bursary received that is not used for the purpose for which it was approved will result in immediate withdrawal of future payments and any payments made may be reclaimed by the Fund Administrator
- I understand I am obliged to inform the Fund Administration of any changes in my financial and residential circumstances
- I understand I am eligible for Bursary assistance only while I am a student at Durham Sixth Form Centre during the academic year of application
- I understand that should I leave prior to completion of examinations, I will forfeit any unpaid payments and may be requested to pay back pro-rata any bursary payments made in advance for the period of non-attendance
- I understand I will not be eligible for funds if I have any outstanding debits with Durham Sixth Form Centre and any such debt may be paid directly from my Bursary.
- I understand that monies I receive under the Bursary Scheme will be paid on condition of standards of attendance and behavior, as explained in the Bursary Fund Policy, and funding will be withdrawn or partially withdrawn if the attendance and behavior conditions set by Durham Sixth Form Centre are not met.
- I understand that I have the right to appeal if I disagree with the outcome of my Bursary Application. Appeals should be made in writing to Mrs. Rye, Senior Assistant Head Teacher

Signature of Student

Date

Signature of Parent /  
Guardian 1

Date

Signature of Parent /  
Guardian 2

Date