

16–19 Bursary Fund Application 2019/2020

Please read the WMG Academy for Young Engineers 16 – 19 Bursary Fund Guidance Notes 2019/2020 before completing this form.

Student Details

Surname		
Forenames		
Address		
Postcode		
Date of Birth		Age at 31 st August 2019
Telephone Number		
Email Address		

Level Required – Please tick which level of payment you are applying for:

Full Bursary - £1,200	
I am a young person in care	
I am a young care leaver	
I am receiving Income Support, or Universal Credit because I am financially supporting myself or financially supporting myself and someone who is dependent on me and living with me such as a child or partner	
I am receiving Disability Living Allowance or Personal Independence Payments in my own right as well as Employment and Support Allowance or Universal Credit in my own right	
Discretionary Bursary	
I am in receipt of Free School Meals	
My total household income is less than £20,000.00 including benefits	
My total household income is more than £20,000.00 but less than £25,000.00 including benefits	

Who do you live with? Please tick all that apply:

Mother		Father		Parents spouse/partner		Grandparent(s)	
Foster parents		On my own		My spouse /partner		In care / looked after	
Other, please explain:							
Have you always lived in the UK?		Yes		No (If No, please complete the separate Residency Information sheet attached)			
Number of dependants in the household?							

Household Income (Required for Discretionary Bursary)

Please include the required original supporting documentation with this form. All evidence will be photocopied and dealt with strictest confidence. (Please do not send any original documentation in the post. The students should bring this directly to Mrs Kelly in the Admin Office who will photocopy and return ASAP).

My household income is: Please enclose proof eg. P60	£
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Please **tick** and enclose **proof**, if you are in receipt of any of the following:

Income Support		Pension Guarantee Credit	
Child Tax Credit		Employment and Support Allowance	
Working Tax Credit		Job Seekers Allowance	
Support under Part IV of the Immigration and Asylum ACT 1999			

Type of assistance requested

Please briefly outline the nature of the expenses to be covered by the Discretionary Bursary funds.

Documentary evidence of these costs must be provided unless the cost is a charge mad by the Academy	Cost
Transport costs associated with travel to/from the Academy. Please supply details of transport used (e.g. school bus) and distance to the Academy in miles.	
Personal Protective Clothing or Business Dress required for the course	
Meals in school (if not receiving Free School Meals)	
Books & equipment	
Educational Trips – up to 3 trips per year	
Exam retakes/UCAS Fees	

Bank Account Details

Where bursary payments are made to a bank account, they should only be made to the student's bank account. Payments may be made to a joint account, as long as the student is one of the account holders.

You **must** attach an **original account statement or account opening letter** from your bank or building society that shows your name, sort code, account number and home address. Mrs Kelly will photocopy the details and return the original documents. The photocopies will be held in a secure location. Please complete the bank account details required.

Student Bank or Building Society details

Full name of Account Holder (This should be as it appears on your cash or debit card, or statement)	
Name of Bank/Building Society	
Branch	
Sort Code	___ / ___ / ___
Account Number	

Your account number may not be the same as the cash or debit card number; you can find it on a bank or building society statement. Most account numbers are 8 digits long. If you are unsure your bank or building society can advise you.

We confirm that the details provided to support this application for the 16-19 Bursary are true and accurate. We understand that the above named student must comply with the terms of WMG Academy for Young Engineers Solihull Bursary Application and Payment Procedure, and that funds may be withheld if they fail to do so. We understand that we must notify Mrs Carey immediately if there are any changes in financial circumstances to ensure that funding is paid at the correct level.

Signed (Student) _____ Date _____

Print Name _____

Signed (Parent/Carer) _____ Date _____

Print Name _____

WMG Academy Use Only			
Date application received		Supporting documentation provided, photocopied and returned	
Date application reviewed		Signed	Level of Bursary

RESIDENCY INFORMATION 2019/2020 ACADEMIC YEAR

This form must be completed when learners indicate on the application form that they have not always lived in the UK.

PROTECTION OF PUBLIC FUNDS

We must protect the public funds we handle and so we may use the information you have provided on this form to prevent and detect fraud. We may also share this information, for the same purposes, with other organisations that handle public funds, and with this in mind, a sample of applications will be chosen at random for full investigation.

DATA PROTECTION

The data controller is Coventry City Council. The data you provide to Student Finance will be used to assess and facilitate your entitlement to help from the Schools Sixth Form Learner Support Fund. Coventry City Council, in fulfilling its data protection obligations will treat all personal data, held manually and on a computerised Learner Support Fund database with due care, and will only disclose data in accordance with the Data Protection Act 1998

Surname/Family name

First name(s)

When did you enter the UK?

Where did you live before you came to the UK?

Why did you come to the UK?

What is your current status (or that of your parents) in the UK?

Refugee status

Indefinite leave to remain

Leave to remain until _____

Asylum Seeker

European Economic Area Migrant Worker

**Please provide copies of
your passport and any
Home Office papers.**

DECLARATION BY LEARNER

- The information I have given on this form is accurate.
- I will inform you immediately of any change in either my own or my family's personal circumstances as they occur.
- I understand that if I provide false or incomplete information I will have to repay any money given to me to help me study

Signed : _____ Date: _____

16 - 19 Bursary Fund Further Grants of Money Application Form

If applying for a further grant of money from the Discretionary Bursary please complete this form and return with receipts to Mrs Kelly each term.

Student Name _____

Date _____

Reason for claim	Cost	Receipts attached

Further copies of this form can be requested from Mrs Kelly in the Admin Office.

Office use only

All receipts attached	Review date	Approved	Sign and date
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