

16-19 STUDENT BURSARY FUND

APPLICATION 2021/2022

(All information submitted will be processed in line with UTC Leeds Data Protection Policy)

The details on this form should be those of the student requesting support from the Student Bursary Fund

Surname Forename

Address

Postcode

Mobile number

Male Female Date of birth Age

Have you lived in the UK for the last 3 years? Yes No

If No, where have you lived until now?

Do you have Asylum or Refugee status? No Refugee Asylum

Do you support yourself financially/live independently? Yes No

Do you have a recognised disability under the DDA? Yes No

Are you enrolled at any other school or college: Yes No
Current year of course: Year 12 Year 13 Year 14

PRIORITY GROUPS

Which group are you applying for?

Category A Priority 1: Student who is Yes No

- in care/a care leaver
- in receipt of Income Support or Universal Credit
- in receipt of Disability Living Allowance (or Personal Independence Payments) **AND** Employment Support Allowance.

Category B Priority 2: Student living in a household where the gross annual income is £16,190 or less (excluding benefits). Yes No

Category C Priority 3: Student who has an extreme financial problem and a short term and specific educational or independent living cost which cannot be met. Yes No

If you have applied under Priority 3, please detail below the reason you are applying for support.

One-off amount required £ Regular amount required £

EVIDENCE/DOCUMENTATION REQUIRED

Depending on which Category you apply for overleaf, you will need to supply the following original documentation which will be copied and returned:

Priority 1: Student in care/care leaver/in receipt of Income Support etc:

- Letter from the local authority to evidence looked after status **OR** evidence of entitlement to Income Support **OR** evidence of entitlement to **BOTH** Disability Living Allowance and Employment Support Allowance.

Priority 2: Student with household income of below £16,190:

- Tax Credit Award notice (TC602) for the current tax year (ending 5 April 2019) detailing entitlement to Working Tax Credits or Child Tax Credit Universal Credits
- Entitlement/award letter showing evidence of a benefit received.

Priority 3: Extreme financial problem

- Appropriate evidence to show that the financial problem is extreme and short term. Household income evidence will be required as in **Priority 2** above UNLESS you are already in receipt of a regular Bursary payment.

*The following questions relate to income into your household. This means the people you live and have some relationship with (not just a friend or housemate). **This information will be treated as confidential for the purpose of this application.***

INCOME		Attach evidence
ANNUAL SALARY (BEFORE TAX) Parent/Guardian 1	£	
Parent/Guardian 2	£	
Self	£	
<p>If you or parent(s)/guardian(s) are in receipt of any benefits please tell us which ones you/they receive. ALL applicants must provide evidence of benefits at time of application</p>		
Benefits (total into household each week)	£	Attach evidence
Which benefits?		
Any Other Income (inc Child Maintenance payments)		
Please state type of income		

BANK DETAILS

IMPORTANT: In order for your application to be processed, you must have a bank or building society account in your own name to enable the payment(s) to be made.

PLEASE PRINT CLEARLY																			
Bank / Building Society																			
Name of account holder																			
Sort Code (6 digits)				-				-				Account Number (8 digits)							

- I have read and understood the eligibility criteria for the 16-19 Bursary Fund and have answered the application questions to the best of my knowledge.
- I accept that if I have intentionally given any incorrect or misleading information, I shall be liable to repay any amount paid to me or on my behalf in full immediately.
- I confirm that I will attend UTC Leeds regularly. I am aware of the 100% attendance requirement for all subjects and the behaviour requirements as outlined in the UTC Leeds Learning Agreement.
- If I give up my course before completion, I understand that I may be liable to repay any money paid to me or on my behalf.
- I understand that whilst I am in receipt of Bursary Funds, it is my responsibility to immediately notify Mr Cosey of any changes in my circumstances.

I acknowledge that UTC Leeds can hold and process the information contained within this application in line with The UTC Leeds Data Protection Policy.

Signed Signed Date
 Student Parent/Guardian (if under 19)

PLEASE ENSURE THAT YOU HAVE PROVIDED ALL THE EVIDENCE WE REQUIRE TO ASSESS YOUR APPLICATION.

ONCE COMPLETE, PLEASE RETURN THE APPLICATION FORM AND ALL ORIGINAL DOCUMENTATION BY THE 25TH SEPTEMBER 2021

STUDENTS WHO FAIL TO MEET THE 100% ATTENDANCE REQUIREMENT FOR ALL SUBJECTS OR WHO HAVE DISCIPLINARY WARNINGS, MAY HAVE FINANCIAL SUPPORT WITHDRAWN.

OFFICE USE ONLY

Date application received:

Date application processed:

Address on form is the same as SIMS Yes/No

If not, query with student.

Evidence of benefits checked by:

Support approved: Yes/No

Not approved reason:

Group 1

Group 2

Group 3