



Dear Parent/Guardian

**16-19 Bursary Fund
Application Form – Discretionary Bursaries**

The 16-19 Bursary Fund aims to give support to help young people meet the costs of participation in education and training post-16.

Schools are free to determine the scale of the discretionary bursaries and the frequency of payments for all awards.

Keswick School will need to assess the young person's actual need for financial assistance by the production of:

- Receipt of benefit and/or P60
- Tax credit award notice or evidence of self-employment
- Any other relevant documentation which provides evidence of income.

Please complete all sections of this form and submit it with relevant evidence *in a sealed envelope labelled "Discretionary Bursary Application"* to Mrs McIntosh, by **Wednesday, 14th September 2022**.

All applications will be treated in confidence.

SECTION 1: STUDENT'S PERSONAL DETAILS

Surname/
Family name: _____ First name(s): _____

Present address

Postcode _____ Home telephone _____

Email _____

Gender Male Female

Date of birth _____ Age _____

SECTION 2: COURSE DETAILS

Year Group _____

Give the names of the courses being studied, eg subjects at A level.

SECTION 3: RESIDENCY DETAILS OF THE STUDENT:

What is your nationality? _____

Were you born in the United Kingdom? Yes No (delete as necessary)

Have you always lived in the UK? Yes No (delete as necessary)

Indicate the one that applies to you:

I am a UK national I am an EU national I am an asylum seeker I am recognised by the Home Office as a refugee I have Exceptional Leave to remain/enter in the UK I have Indefinite Leave to remain/enter in the UK ***You may be asked to provide documentary evidence of the information given above.*****SECTION 4: HAVE YOU APPLIED ELSEWHERE FOR GRANT SUPPORT FOR THIS ACADEMIC YEAR? Yes No***During the last school year (2021-22) did you receive (tick where applicable):*A Discretionary Bursary (Year 13 only) Care to Learn Scheme Residential Support Scheme Free School Meals A Transport Grant

Other _____

SECTION 5: YOUR HOUSEHOLD RESIDUAL INCOME

The **Household Residual Income (HRI)** for the student is the gross income (before tax and national insurance deductions) minus certain allowable deductions of adults in the household, usually parents and step-parents. It does not include the earnings of the student him/herself.

What is your parents' source of income (please include both parents)? Tick all that apply

- Work
- DWP Benefits
- Working Families Tax Credit
- Pension
- Other

Please provide a document or documents to prove your HRI. This can be a current DWP benefit book or a P60 showing your parents' earnings in the last financial year (from April 2021 to April 2022). If the need has arisen since the last financial year, please supply documents to prove this.

SECTION 6: THE REASON FOR YOUR APPLICATION

Please note that the 16-19 Bursary Fund is intended to cover costs of young people related to participation in education, eg meals whilst attending their course, transport, books and equipment and other course-related costs.

Please give your reason for applying for the Bursary Fund (continue on separate sheet if required). Please attach any supporting documentation to this form **and return it by the date on the first page.**



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