



# The Pingle Academy

## 16-19 Vulnerable Bursary Application Form 2020/21

The 16-19 Bursary is designed to ensure that every eligible young person is able to meet the costs of participating in 16-19 education or training. The Bursary will be awarded to eligible learners based on their own personal circumstances.

You must provide all required evidence, failure to do so will delay your application.

### TO BE COMPLETED BY THE STUDENT

### PRIVATE & CONFIDENTIAL

Part 1 – Personal Details	
Surname:	Title: Mr/Mrs/Miss/Ms/Other
Forename(s):	Learner ref number <i>Office use only</i>
Address:	Date of birth:
	Age at 31/08/20:
	Telephone no:
Residential Status	
Have you lived in the UK for the last 3 years?	YES/NO
If 'No' are you (please tick – if 'other' please supply further details, <b>passport evidence is required</b> )	
British Citizen <input type="checkbox"/>	EU/EEA Citizen <input type="checkbox"/>
Asylum Seeker <input type="checkbox"/>	Refugee <input type="checkbox"/>
Other	<input type="text"/>

Part 2 – Subject Details	
Subjects chosen:	
Current year (please tick)	Year 12 <input type="checkbox"/> Year 13 <input type="checkbox"/>

**Part 3 – Your Circumstances****Please tick the following group(s) that best describe your circumstance(s):**

Learner in care	
Learner who has left care	
Learner in receipt of Income Support or Universal Credit	
Learner with a disability in receipt of Employment Support Allowance and Disability Living Allowance or Personal Independence Payments	

**Part 4 – Course Related Costs**

Type	Description (if applicable)	Cost (£)
Course books		
Equipment/materials		
Uniform/kit (e.g. hair/beauty, sports, catering)		
Educational trips/visits		
Transport		
Other (please specify)		
Total costs		

**Please note: all the above claims will need to be supported by your Personal Tutor****Part 5 – Bank Details**

If your application is successful, payments will be made directly to your bank or building society account.

<b>Bank/building society name</b>	
<b>Name of account holder</b>	
<b>Account number</b>	
<b>Sort code</b>	
<b>Building society roll number (if applicable)</b>	

## **Part 6 – Bursary Conditions**

- I confirm that I will attend my course regularly and abide by the academy learner policies and code of conduct.
- I understand that if I withdraw at any time from my course; I may be liable to repay any funds paid on my behalf.

## **Part 7 – Your Declaration (Please read carefully before signing)**

- I have read and understood the conditions of the Bursary and have answered all questions to the best of my knowledge.
- I accept that if I intentionally give any false or misleading information my present or any future application for support may be jeopardised.
- I undertake to advise Learner Services of any change in my financial circumstances.

**The fund is public money and we have a duty to ensure it is spent fairly. Fraudulent claims are taken seriously. Failure to disclose information which is subsequently discovered may result in disciplinary action and the funds being withdrawn. We may also take action to recover funding which has been allocated as result of a fraudulent claim.**

**Data Protection Act 2018** – I understand that the information that I have given on my application form will be electronically stored under the Data Protection Act 2018. This registration is mainly to collect statistical data but it also allows the Academy to share information with other organisations to detect fraud. Further information about data confidentiality is available upon request.

**Your Signature:**

**Date:**

<b>OFFICE USE ONLY</b>	
Date application submitted:	Staff initials:
Time application submitted:	
Sufficient proof of eligibility provided:	Yes/No
Comments:	
Extra information required:	Yes/No
Comments:	
Date letter sent:	Date evidence received:
Comments:	

<b>OFFICE USE ONLY</b>		
Amount applied for:	£	Notes:
Amount awarded:	£	
To be paid as follows -		
Uniform/sports kit	£	
Books	£	
Equipment/materials	£	
Educational trips/visits	£	
Transport	£	
Other	£	
Outstanding funds payable to learner	£	Fortnightly payment (termly):