

16-19 Bursary Fund Guide 2019-2020

The 16-19 Bursary Fund is a contribution to college related costs incurred by students. There is a guaranteed £1200 which we are obliged by the government to pay to those students who qualify. Separate from this the college has been given limited funds to distribute at our discretion. All bursaries are linked to attendance, punctuality and behaviour. There are a number of bursaries available for students to apply for and are split into the following three categories:

1. £1200 Bursary

Students who fall within the following criteria will be eligible to receive a Bursary of £1200 per year.

- a) Young People in Care.
- b) Care Leavers.
- c) Young People who live independently and receive Income Support (or Universal Credit) in their own right.
- d) Disabled young people in receipt of both Employment Support Allowance and Disability Living Allowance or Personal Independence Payments.

2. £15 per week Discretionary Bursary

The following students who are not in receipt of the Full £1200 Bursary may be eligible to receive a Bursary of £15 based on evidence of the following criteria:

- a) Students who are eligible for Free Meals at college.
- b) Students from a household where the total salary is below £16,190.
- c) Students from a household where the total salary is between £16,191-£18,000 and there are **more than 2 children** under the age of 18 living in the household.
- d) Students from a household where the total salary is between £18,001-£21,000 and there are **more than 3 children** under the age of 18 living in the household.
- e) A registered carer for a relative.

Application forms can be downloaded online or collected from the Attendance Office. The student is responsible for providing appropriate evidence, for example:

- a) A letter setting out the benefit to which the student is entitled.
- b) Written confirmation of the student's current or previous looked-after status from the relevant Local Authority.
- c) An up to date Tax Credit Award Notice to show that the student is eligible for Free Meals (note: those in receipt of Working Tax Credits cannot claim Free Meals).
- d) Written confirmation that the student satisfies the government's residency criteria, if not already held by the college.
- e) An up to date Tax Credit Award Notice or three most recent months of Universal Credit statements including details of the total household income.

3. Travel Bursary

Those students who are travelling from Derbyshire or other outlying districts, who are not eligible for Manchester concessionary passes and whose **cheapest fare** exceeds £15 per week, may be entitled to a subsidy paid monthly. Application forms can be collected from the Attendance Office.

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FURTHER INFORMATION

All students applying for any of the bursaries are required to have their **own bank account and provide written evidence of the account** (i.e. a bank statement). This information needs to be supplied within four weeks after receipt of your application to avoid loss of bursary payments. The College will pay bursary owed up to a maximum of four weeks where there is a delay in this information being supplied. Discretionary Learner Support Fund application forms are also available throughout the year should students encounter financial difficulties at any point or require emergency funds. Any student in receipt of a waged apprenticeship is **not eligible** to receive a Bursary.

ASSESSMENT AND PAYMENT OF BURSARIES

With the exception of students listed in section 1 above, colleges are free to determine which young people should be eligible to receive a Bursary, and how much they should receive. If a student is dissatisfied with the College's assessment for their Bursary they can appeal in writing to the Head of Student Services.

Students will be able to hand in their completed applications, with relevant evidence, on their enrolment day. Although applications can be made at any point during the 2019-2020 Academic Year, the deadline for students to be able to receive retrospective back payments from the start of term is **18th October 2019**. Any applications after this date will only be paid from the date we receive the application.

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