

Date received _____



Ribston Hall High School
16 – 19 Bursary Fund Application Form

Section 1 - Personal Details

Name:	
Date of birth:	
Address:	
Post code:	
Tel:	
Email:	
Subjects:	
Tutor Group:	

Section 2 - Personal Circumstances

	Yes	No
Are you in Local Authority Care, a Care Leaver, or living with foster parents?		
Are you in receipt of income support?		
Are you disabled and in receipt of Employment Support Allowance and/or Disability Living Allowance		
Have you ever been in receipt of free-school meals?		
Do you or your parents receive any of the following benefits?	Please tick	Amount per week
Income Support/JSA/ESA		
Child Tax Credit		
Working Tax Credit		
Other income based benefit (Please specify)		

If you live with or are financially dependent upon your parent(s) or guardians(s) and they are on low incomes please give the following details	
Name	
Address(if different from yours)	
	Amount per week
Their annual earnings (including benefits) (You may have to submit evidence in the form of a notification from the Benefit's agencies, P60, Tax Credit Award Notice or of self-employed earnings)	

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Section 3 – Financial Assistance Required – only if applying mid-year

	Date	Subject/Course	Cost	Approved (yes/no)
Materials, books or Resources				
Educational visits				
Exam or registration fees				
Transport				
Others (please specify)				

Section 4 – Student Declaration

I certify that the information I have provided is correct and that I can provide supporting evidence if required. I understand that it is my responsibility to inform the School of any changes to my personal circumstances and failure to do so may result in funds being reclaimed. I also understand that any fraudulent claims will be reported to the police.

Signed:	Date:

Procedure

1. Application form to be completed by the student and submitted to Sixth form administrator.
2. Your application will be assessed.
3. You will then be informed of the decision within 2 weeks; reasons will be given for rejection of an application in whole or in part.
- 4 You are entitled to appeal against any decision (See Bursary policy.)
4. Some provision may be available for immediate emergency payments.
5. If a student who has received financial assistance leaves before the completion of their course they may be required to repay all or part of their grant.

Office use only.

Eligibility group:

Amount awarded:

Date of initial payment:

Additional information: