



BURSARY RE-APPLICATION FORM

For learners aged 16 – 18 on 31 August 2026 who
received bursary in Academic year 2025/26
Academic Year 2026/27

Complete this form in **BLACK INK** and in **BLOCK CAPITALS**.

Answer all the questions required – enter N/A where appropriate.

Make sure you sign and date the application on page 4.

Section 1: Your Personal Details

Your first names (in full)

Your surname (in full)

Academy Name, Year
Group and Form

Your date of birth

 / /

Your home address

Postcode:

Email

Have any of the following details changed since your bursary application in year 12?

Financial circumstances of parent(s)/Carer(s)?

No ☐ Yes ☐

If yes, please complete section 2 below

In all cases please resubmit financial evidence.

Travel distance or costs?

No ☐ Yes ☐

If yes, please Complete section 3 below

Student Bank details for payments – Please reconfirm

Bank

Account Name

Sort code

Account number

Section 2: Household Income – to be completed by parent(s)/carer(s)

<i>Please include information for all income that applies</i>	Parent / Carer (1)	Parent / Carer (2)
Please enter names:		
Tick if your child is in receipt of Free School Meals		
Employment income (please provide latest P60)		
Self-employment income (please provide tax return)		
Income from savings, shares, investments, trusts, dividends etc. (please provide official evidence)		
Pension income (please provide latest P60)		
Any other household income (please provide evidence)		
Universal Credit (please provide full benefit statement)		
Tax credit (please provide full benefit statement)		
Child Support Maintenance (please provide evidence)		
Other benefits – please specify <i>Evidence must be submitted with the application form –details of appropriate evidence can be found below. Failure to provide evidence will result in the application being declined</i>		

Section 3: Travel

Do you live more than 2 miles from school? no ☐ yes ☐

If yes, how you are planning to get to / from Sixth Form?

Public Bus ☐ School Bus ☐ Car ☐ Cycle ☐ Train ☐ Walk ☐ Other

School or public bus name/number

Cost of travel
Please state if Weekly, Monthly or Termly

Type of income evidence that will be required to support an application
(Please hand in all evidence with this application)

Annual Salary - P60 for tax year, or week 52 pay slip or month 12

Universal Credit award – dated within last three months

Job Seekers Allowance - Entitlement/Award letter, dated within the last four weeks

Employment and Support Allowance - Entitlement/Award letter. dated within the last three months

Carer's Allowance - Entitlement/Award letter, dated within the last three months

Housing Benefit - Entitlement /Award letter, dated within the last three months

Any other benefit - Entitlement/Award letter, dated within the last three months

Child Benefit - Award letter

Grants or Bursaries etc. - Relevant paperwork detailing entitlement and amount paid

Any other income - Relevant paperwork.

Section 4: Travel

Do you live more than 2 miles from school? no ☐ yes ☐

If yes, how you are planning to get to / from Sixth Form?

Public Bus ☐ School Bus ☐ Car ☐ Cycle ☐ Train ☐ Walk ☐ Other

School or public bus name/number

Cost of travel
Please state if Weekly, Monthly
or Termly

Section 4: Learner and Parent(s)/Carer(s) Declaration

The declaration below must be signed by all students and by the Parent(s)/Carer(s) if income details have been provided.

I / we certify that the information given is, to the best of my / our knowledge and belief, correct. I / we will inform the school of any change in circumstances and I / we understand that money may be claimed back if information provided is known to be false.

I / the student also understand that completion of this application does not guarantee that I will receive the financial support that I have applied for and that any delays caused in providing evidence will delay my application.

I / the student understand that my attendance and attainment at school will be monitored and if I leave school without completing my course, I must repay all or part of the funding awarded to me. I understand that all applications are processed subject to availability of funds and eligibility criteria.

I / the student understand that I may be asked to return books and / or equipment purchased with Bursary funds.

Where possible receipts must be provided for expenditure incurred

Awards can only be made to students who have met the following conditions:

- Have achieved minimum expectation of attendance in the previous term (as agreed with Head of Sixth Form)
- Have not been the subject of any exclusion/formal warning
- Have a positive attitude to learning (as agreed by Head of Sixth Form)

Support is subject to funds being available at the time your application is received and assessed. This is a limited fund and once exhausted no further funding will be available. You should, therefore, be aware that a financial reimbursement for your expenditure is not guaranteed.

Student signature		Date	
Parent(s)/carer(s) signature		Date	

Office use only		Date received:	Signature:	
Unsuccessful: ☐ evidence: ☐	Successful: ☐ Referred for further	Amount	Date:	Signature:
Student informed ☐	Head of Post 16 informed ☐	Payment details set up ☐	Date:	Signature:
Courses Confirmed		Date	Signature	
Notes				