Application form for St John's 16-19 Bursary Scheme 2026/27

All information will be treated with the strictest confidence

Return Form to Mr Cooper or Mrs Wilkins

Personal Details:

Name:					
DoB:		Year:		Tutor Group:	
Address:					
	*My attendance is currently %. It must be at least 95% to qualify for the full Bursary.				

*** Important:** Qualification for the bursary is dependent on attendance. It is the student's responsibility to liaise with their tutor with regards to their attendance data. Each payment will be subject to an analysis of the most recent attendance data.

Household Income

Annual Household Income: _____

(Household income is income that is taken into account for assessment for child tax credits/Universal Credits or for income tax purposes)

Annual Maintenance Payments: _____

Proof of household income must be supplied

☐ I enclose a photocopy of a recent Tax Credit Notice TC602
☐ I enclose three recent **complete** copies of the Universal Credit payment statements
☐ I enclose alternative proof of household income

Proof of household income can be supplied by email to finance@stjohns.excalibur.org.uk using a subject title of Bursary household income proof and ensuring the student's name is included within the email.

All applications and documentation will be dealt with the utmost confidentiality.

Individual Circumstances of the student (<u>not the parent</u>):

☐ I am in care, or I am a care leaver, or I am in receipt of Income Support/Universal Credit, or receiving Disability Living Allowance or Personal Independence Payments and Employment Support Allowance.

☐ I am entitled to Free School Meals

Please give details below of anticipated uses for the Bursary award if granted. These should be items that will assist your education and your participation during your time in the Sixth Form. Please prioritise by ticking the relevant column so we can assess your financial needs appropriately. Please only detail items for the current academic year (unless the expense is a trip that will take place next year but requires payment this year).

Ideally St John's should be responsible for the purchase of items required, where this is not possible agreement should be sought prior to purchase of any item you will wish to be reimbursed.

I would like the money to be directly paid to the school as payment towards the SN10 bus pass	Please tick if applicable

Items which would assist my education at St John's (e.g. trips, bus fares, stationery, IT equipment etc. Please continue on a separate sheet if necessary)	Urgently needed	Important but not urgent	Beneficial

Bank account details *(this should be the student's bank account*; it may therefore be necessary to open a bank account if one doesn't already in exist)**:**

Account Name: _____

Bank Name: _____

Sort Code: | | | | | | |

Account Number: | | | | | | | | |

Email address for the remittance advice and notification of award being made.

_____

Agreement

I agree to meeting the attendance, work rate and behaviour criteria as detailed in the Sixth Form Bursary Policy. **I understand I am responsible for pro-actively managing my attendance data on SIMS with my form teacher and subject teachers.**

I confirm that the evidence of household income is correct and complete to the best of my knowledge and belief.

Signed: _____ Date: _____

For official use only

Financial details checked ☐ Authorised By: _____
Student work rate and behaviour checked ☐
Attendance over 95% ☐ Date: _____
Payments to be made: ☐