



Office use only:		
Student number:	Date received:	Staff initials:

16–19 STUDENT FINANCIAL ASSISTANCE 2019/2020

Please answer ALL questions and provide ALL the evidence requested. Your application will not be assessed if any required evidence is missing.

If you require any assistance with the completion of this form, please contact us: studentservices@barton.ac.uk

Please note that completing this application form does not guarantee funding. Students must meet the eligibility criteria and require financial support towards allowable educational costs, as a result of attending Barton Peveril College, which would be incurred. The Student Support Fund is a cash-limited fund and is allocated on a first come first served basis. If the funds are exhausted we are unable to make an award.

This form must be completed by the student, not the parent. This application form and additional evidence submitted, will be handled with confidentiality at all times. Please ensure you complete all sections marked “!”.

We will make an assessment on your eligibility for the Student Support Fund and the Guaranteed Bursary, as detailed in the Guidelines. Please ensure that you read the ‘16–19 Student Financial Assistance Guidelines’ before completing this application.

! SECTION 1: Your Personal Details

First name: Surname:

Date of birth:

Address:

..... Postcode:

Mobile phone number: Home phone number:

Email address:

Have you claimed, or are you currently claiming, asylum in this country? Yes No

If yes, please provide Home Office documentation.

If you are aged 19 or over, are you continuing on a programme of study which you commenced aged 18 or under? Yes No

If you are aged 19 or over, do you have an EHCP? Yes No

SECTION 2: Bursary Eligibility

PRIORITY GROUPS/ Guaranteed Bursary

You will be eligible for a 16–19 Guaranteed Bursary of up to £1,200 if you meet the eligibility criteria set by the Department for Education (please see Guidance) and you provide the evidence required. Please tick any of the following which apply.

You are:

- Currently in care
- A care leaver (see guidelines booklet for definitions of in care/care leaver)

Please provide written confirmation from the Local Authority of your current or previous looked-after status.

You (the student) are in receipt of:

- Income Support
- Universal Credit
- Disability Living Allowance or Personal Independence Payments (Please circle)
- Employment and Support Allowance or Universal Credit (Please circle)

Please provide a full award letter (all pages) from the Department of Work and Pensions, dated within the last three months.

Household Income

If your household receives £24,205 per annum or less from income and benefits, you may be eligible for the Student Support Fund. The Student Support Fund award consists of subsidised travel and a contribution to educational resources allocated to your Student ID card. The resources fund must be used for the purchase of course related materials, including books, equipment and printing. **Please indicate which of the following your household is in receipt of by inputting the total amount awarded per year:**

Benefit/Salary	Amount Awarded Per Annum
Child Benefit	
Employment and Support Allowance (ESA)	
Housing Benefit	
Income Support	
Jobseeker's Allowance	
Maternity, Paternity or Adoption Benefits	
Universal Credit	
Child Tax Credit	
Working Tax Credit	
State Pension Credit	
Salary or wages of applicant (student)	
Salary or wages of Parent/Guardian 1	
Salary or wages of Parent/Guardian 2	
Other (Please state _____)	

SECTION 6: Further Details

Please use this section to provide further information to support your application (please continue on a separate sheet if required).

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! SECTION 7: Declaration - please read carefully before signing

- I declare that the information provided is true and accurate and I am able to provide all the evidence requested to support my application. I understand that if I do not provide all evidence requested, my application form will not be assessed.
- If awarded, I understand that any financial support will not start until I am enrolled and my attendance is confirmed. Awards will be made at the discretion of Barton Peveril Sixth Form College.
- If my attendance falls below 90% or that my standard of behaviour is deemed unacceptable, I may have my award refused. Any unauthorised absence is subject to a referral process. Any award refused will be communicated to me via either my personal or college email or by letter sent to the address the College have on record.
- I understand the College will determine and advise the appropriate payment method for any award made, e.g. credit to student ID card, direct to my bank account, cheque and/or award of a reduced cost bus pass.
- If my standard of behaviour is deemed unacceptable, this may result in awards being refused.
- I understand that it is my responsibility to inform Student Services of any change to my circumstances, personal/family or financial.
- I have not applied to any other organisation, e.g. a charitable trust, for any assistance that I am requesting from Barton Peveril Sixth Form College.
- I understand that if I leave my course early, the College will request that I return any payments that are no longer due to myself including the return of resources that have been funded by the bursary fund. An Invoice will be issued.
- I have read and understood the guidance notes that accompany this application.
- I agree that I have enclosed ALL required evidence and understand that intentionally omitting evidence may result in a false claim, for which I could be prosecuted.

Signature of student: Date:

Signature of parent/guardian (if under 18): Date:

Relationship to student:

I give you permission to speak to my parent/guardian above in respect of this application

Signature of student: Date:

Parent/guardian declaration

I understand that I will be liable to repay any debt incurred by the above to the College

Signed: Date:

Print name:

Relationship to student:

Checklist

- Have you completed all compulsory sections of this form, where indicated with a “!”?
- Have you enclosed all your evidence/supporting documentation as detailed in SECTION 3?
- Have you read SECTION 7 and signed the declaration?
- Please remember to provide good quality copies of your supporting evidence, not the originals, as we are unable to return documents.**

Important Information

GDPR Statement - All data we request from you will be kept according to the relevant data protection legislation. If you have concerns about how your personal data is used or stored, or wish to exercise your rights under GDPR, then please refer to our GDPR Policy & Privacy Notice which can be accessed via our website:

www.barton-peveril.ac.uk/about-us/privacy-and-cookies/

Confidentiality Statement - When data is provided to us, we use it solely for the purposes for which it was provided. The information provided with your application may be shared with other College departments to ensure that you receive the best support available. We will not share your information with external organisations. We recognise that information is valuable and we take all reasonable measures to protect it.

Disclaimer - All of the information in this application is correct at the time of going to print. We will try to notify applicants of any changes when applications are submitted.

Fraudulent claims - We ask for detailed information on the application form and you also sign to confirm that the information you have given us is correct. If you are awarded funding on the basis of false information you will be asked to repay any money you were awarded and we may take court action.

Where To Bring Your Application

Student Services
Barton Peveril Sixth Form College
Chestnut Avenue
Eastleigh
SO50 5ZA

We do not take any responsibility for lost postal applications.

FOR OFFICE USE ONLY

DWP 1		SSF		Completed by	
DWP 2		16 - 19 GB		Date completed	
DWP 3		FEM			
Salary 1		Residency		Appeal received on	
Salary 2		16 - 18		Appeal upheld?	
Other		19+ Continuer		Date completed	
Other 2					
TOTAL					
Student number		Award/decline notes:			
Received on					



Barton Peveril
Sixth Form College

FREE EDUCATION MEALS 2019/2020

STUDENTS AGED 16—19

If you think you may be entitled to a FREE MEAL whilst attending College, please submit your application to Hampshire County Council, using their online free meals portal, which can be found at:

www.cloudforedu.org.uk/ofsm/fe-apply

The College will be informed of successful applications and will add any award onto the student's account. Please refer to the '16-19 Student Financial Assistance Guidelines' for further details.

Eligibility