

Appendix 1



Ursuline
SIXTH FORM
WIMBLEDON
Belong and Succeed

APPLICATION FORM
16-19 BURSARY FUND

STUDENT'S DETAILS

FIRST NAME:		DATE:	__/__/__
SURNAME			
Is the Student in Local Authority care, a Care Leaver or living with a foster family? (If yes, go straight to the declaration section)			Yes/No

DOCUMENTARY EVIDENCE FOR INCOME

RECEIVED YES/NO	TYPE OF INCOME AND EVIDENCE REQUIRED	PARENT/CARER 1: AMOUNT RECEIVED (£) PER YEAR	PARENT/CARER 2: AMOUNT RECEIVED (£) PER YEAR
	Universal Credit (amount per year in the next box) (please provide the three most recent statements)		
	Working Tax Credit (ALL pages of original Tax Credit Award Notice for the last tax year)		
	Child Tax Credit (ALL pages of original Tax Credit Award Notice for the last tax year)		
	Child Benefit (number of children under 18)		
	Income Support (most recent statement)		
	Job Seekers Allowance (most recent statement)		
	Disability Living Allowance (most recent statement)		
	Personal Independent Payment (PIP) (most recent statement)		
	Pension (Credit/Employer's/Widow's) (most recent statement)		
	Child support/maintenance payments		
	Employment (most recent P60)		
	Self-employed (latest filed accounts)		
	Other source of income (e.g. property, shares etc)		
	TOTAL GROSS HOUSEHOLD INCOME	£	£

You must provide ALL the above documents which apply. **Please provide original documents.**

ALL pages of these documents must be provided. We may ask for further evidence depending on individual circumstances. It is a serious offence to give false information and will lead to permanent exclusion. We have a duty of care to protect the public funds we control. We may use the information you have provided on the form to detect and prevent fraud. We will also share this information with other organisations which control public funds. Your application will be treated with confidentiality and other students will not be aware that you have applied/are receiving financial assistance.

I confirm that I have a UK bank account in my own name where payments can be received.

Bank Name: _____ Account Number: _____ Sort Code: ____ / ____ / ____

To be eligible to receive help from the 16-19 Bursary Fund you must have been ordinarily resident in the UK for the past three years. Please enter the date you entered the UK. ____/____/____

PARENT/CARER/STUDENT DECLARATION

I/We understand it is our responsibility to notify Ursuline High School immediately if there are any changes in our financial circumstances and that failure to do so may be considered as fraudulent. I/We also understand that failure to do so may result in my repaying the bursary payments made from the date of the change.

I/We understand that giving false or incomplete information that leads to incorrect/overpayment may result in future payments being stopped and any incorrectly paid funds being recovered.

Payments are made at the end of each half-term. If you qualify for a bursary, to receive payment:

- You must be enrolled as a full-time student at Ursuline High School in the Sixth Form.
- Your attendance must be at least 96% for each half term.
- You must attend all subject lessons, including PSHE, Independent Learning lessons, general RE and compulsory Sixth Form events.
- You must show high standards of attitude and behaviour.

I/We understand that by not meeting these criteria may result in the half-term payments being withheld.

I/We confirm that the information given on this form is true and correct and I/we agree to the above conditions.

Adult 1 Signature:		Date:	____/____/____
Adult 2 Signature:		Date:	____/____/____
Student Signature:		Date:	____/____/____

PRIVACY NOTICE

Ursuline High School complies with the principles of the General Data Protection Regulation (GDPR). By submitting this form you consent to the Ursuline holding your information. The information being collected may be used for the prevention and detection of fraud and crime and we may, under the Regulation, not require your consent to do so.

***Please return the completed form together with the original supporting documents to:
Mrs Dancisinova, Sixth Form Administrator, Ursuline High School.
Any queries please email maria.dancisinova@ursulinehigh.merton.sch.uk***

Date received by Sixth Form Administrator: ____/____/____

