

ESFA 16-19 Bursary Fund Application 2023-24

Please read Trinity Solutions Academy 16-19 Bursary Fund Payment Procedure 2023-24 before completing this form.

Student Details

Surname	
Forenames	
Address	
Postcode	
Date of Birth	
How many dependent children (young people aged 18 or below) are in your household, including yourself?	
Distance to be travelled daily between your home address and college	
Method of travel to/from college	Car
	Bus
	Walk
	Other (details)
Are you in receipt of Free School Meals?	Yes/No
Do you have WiFi access at home?	Yes/No
Do you have a device which can access Teams at home?	Yes/No
Please list the courses you are studying:	

Level Required - Please tick which level of payment you are applying for:

Level One – Identified vulnerable students eligible for £1200.00 bursary	
I am a young person in care	
I am a young care leaver	
I am in receipt of Income Support or Universal Credit in my own right and am financially supporting myself and anyone who is dependent upon and living with me	
I am in receipt of Disability Living Allowance or Personal Independence Payments in my own right as well as Employment and Support Allowance or Universal Credit in my own right.	
Level Two – Identified students eligible for a discretionary bursary	
My total household income is less than £16255.20	
Level Three – Identified students eligible for a discretionary bursary for specific educational purposes. This will not be less than £200.	
My total household income is more than £16256.00 but less than £28400.00	

Household Income (Required for Level Two and Level Three applications)

Please include the required **original** supporting documentation with this form showing total household income. All evidence will be photocopied and dealt with strictest confidence. (Please do not send any original documentation in the post. The students should bring this into Centre where evidence will be photocopied and returned ASAP).

My total household income is:	£
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Please tick the supporting documentation provided

Receipt of benefits / Universal Credit (tax year 2022-23)	
P60 (tax year 2022-23)	
Tax Credit Award (tax year 2023- 24)	
Evidence of self-employment income (tax year 2022-23)	
Universal Credit Monthly Award Notices for 3 months prior to start date.	

Free School Meals Entitlement

Free meals are targeted at disadvantaged students. Free meals in Further Education defines disadvantage as students being in receipt of, or having parents who are in receipt of, one or more of the following benefits:

- Income Support
- income-based Jobseekers Allowance
- income-related Employment and Support Allowance (ESA)
- support under part VI of the Immigration and Asylum Act 1999
- the guarantee element of State Pension Credit
- Child Tax Credit (provided they are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs (HMRC))
- Working Tax Credit run-on – paid for 4 weeks after someone stops qualifying for Working Tax Credit
- UC with net earnings not exceeding the equivalent of £7,400 pa (after tax and not including any benefits you get)

A student is only eligible to receive a free meal when they, or a responsible adult on their behalf, have made a successful application to the institution where they are enrolled.

It is important that institutions ensure they understand that a parent or student must be in receipt of one of the qualifying benefits set out above to be eligible.

Working Tax Credit is not a qualifying benefit for free meals, and a parent or student in receipt of Working Tax Credits is not entitled to a free meal (this is a common question sent to ESFA). Qualifying benefits do include the Working Tax Credit run on which is paid for 4 weeks after you stop qualifying for Working Tax Credit.

From 1 April 2018, any student who is in receipt of, or has parents who are in receipt of, UC must have a net earned annual income of **no more than** £7,400 in order to be eligible for free meals.

Students must also satisfy the residency criteria set out in the [ESFA Funding regulation guidance](#).

<https://www.gov.uk/guidance/free-meals-in-further-education-funded-institutions-guide-for-the-2021-to-2022-academic-year>

Bank Account Details (Required for all applications)

Bursary payments will be made into the student's own bank account. Payments may be made to a joint account, as long as the student is one of the account holders. Please complete the bank account details required.



Student Bank or Building Society details

Full name of Account Holder (This should be as it appears on your cash or debit card, or statement)	
Name of Bank/Building Society	
Sort Code	____ -- ____ -- ____
Account Number	



I confirm that the details provided to support this application for the ESFA 16-19 Bursary Fund Application 2023-2024 are true and accurate, and that any over-payments made as a result of false or incomplete information may be recovered by the college, and future payments stopped.

I understand that the above-named student must comply with the terms of Trinity Solutions Academy Bursary Application and Payment Procedure, and that funds may be withheld if they fail to do so.

I understand that I must notify the Induction Tutor immediately if there are any changes in financial circumstances to ensure that funding is paid at the correct level.

Signed (Student) _____ Date _____

The information provided on this form will be treated with confidentiality at all times and is covered by the data protection legislation. Please refer to our Privacy Notice available on the school website. We will only retain your data for as long as necessary, after which time it will be securely destroyed.

For Trinity Solutions Academy use only

Date Application Received _____

Supporting documentation received, copied and returned _____

Date Application Reviewed _____ *Level of Bursary Awarded* _____