



Thomas Rotherham College

16 – 19 Bursary Information 2021 - 22

PLEASE READ THE FOLLOWING INFORMATION BEFORE COMPLETING THIS FORM

GDPR - you may decline to provide the information/evidence requested in this application however, failure to do so means that your form cannot be assessed and will result in support being withheld. The information you provide will only be used for the task for which it has been collected and will be stored in-line with legal requirements. Please see TRC Privacy Notice for Students 2021/22 at www.thomroth.ac.uk

To avoid delay, please ensure that you provide all the evidence of household income required to assess your form.

Free Meals in Further Education (FE)

If you are making an application for Free Meals in FE only, you can provide evidence of receiving Free School Meals at your previous school **or** evidence that you were in receipt of Free School Meals on 1st April 2018.

If you have not had Free School Meals previously, you will need to provide evidence of all household income.

16 – 19 Bursary and Free Meals in Further Education

If you are applying for both Bursary support and free meals, you must provide evidence of all household income.

Evidence of Household Income

The following proof of earnings or benefits is acceptable:

Carers Allowance	Incapacity Benefit
Child Benefit	Income Support
Child Support/Maintenance	Job Seekers Allowance
Child Tax Credit (Award Notice marked 2021-22)	Personal Independence Payment
Council Tax Benefit	Salary Slips (last 3 months)
Disability Living Allowance (Not included in assessment)	Support under part IV Immigration & Asylum Act 1999
Employment Support Allowance	Universal Credit (last 3 statements and Award Notice)
Grants or Bursaries	Wage Slips (last 4 weeks)
Housing Benefit	Working Tax Credit
Any other income from personal pensions, pension credits or investments	

If your application is successful:

Support is for 1 year only (2021 - 22).

Students who fail to meet the minimum 90% attendance requirement for all subjects may have support withdrawn.

Students who are subject to disciplinary proceedings may have support withdrawn.

Students absent for 4 weeks or more will have support withdrawn.

Trips, visits, books and equipment

A SUPPLEMENTARY FORM MUST BE SUBMITTED TO REQUEST SUPPORT FOR TRIPS/BOOKS/EQUIPMENT etc

More detailed guidance is available on our website www.trc.ac.uk



Thomas Rotherham College

16 – 19 Bursary Application Form 2021 – 22

First Name	Surname	Student ID Number
Date of Birth	Age on 31 st August 2021	College Year Group (Y12 or Y13)

Your personal email address	
Parent/carer email address	

Address		
Town		Postcode
Contact number	Mobile	Landline

Subjects/Course studying	1	2	3
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Please indicate the devices you use or have available to support your studies (✓)					
Laptop		Ipad/Tablet		Mobile Phone	
Do you have access to the internet at home?					
I have internet access		I do not have internet access		I have internet access via my mobile phone	

Have you lived in the UK for the last 3 years? (✓)	Yes	No	Please answer the questions below		
Where have you lived?					
If you have not lived in the UK do you have Asylum or Refugee status? (✓)	Asylum status	Refugee status	Neither		

Free Meals in Education – Please indicate here if you are applying only for free meals (✓)			
Please indicate below the evidence you have provided from your previous school or local authority to support your application			
Receiving Free School Meals on or before 1 st April 2018 (✓)		Receiving Free School Meals in my previous school (✓)	
Please go directly to the declaration. Student and parent/carer MUST sign the form.			

YOUR HOUSEHOLD - Please give details of the people who live with you including ages of those under 18 years.		
Name	Relationship	Age

Please indicate which Priority Group you are applying for (✓)

Priority 1 - Vulnerable Student
 16 - 18 year old in Care/Care Leaver.
 16 - 18 year old in receipt of Income Support/Universal Credit (in your own name).
 16 - 18 year old disabled, in receipt of ESA/Universal Credit PLUS DLA/PIP.

Note: Priority 1 students may be eligible for a support package of up to £1200 however, this is not automatic or guaranteed. Support will be tailored to meet ONLY the costs incurred to participate in education.

Priority 2 - Student whose household income is below £16,190.
 Evidence of income and or benefits paid into the household must be provided in the form of Payslips/Award Notices. These must be for the current year or dated within the last 3 months.

Priority 3 - Student whose household income is below £30,000.
 Evidence of income and or benefits paid into the household must be provided in the form of Payslips/Award Notices. These must be for the current year or dated within the last 3 months.

ALL applicants must provide evidence of income/benefits paid into their household. Please indicate all payments received below and ensure that evidence for each is included with this application.

Carers Allowance		Emp' Support Allowance		Personal Indep' Payment	
Child Benefit		Grant or Bursary		Salary (Payslips)	
Child Maintenance		Housing Benefit		Universal Credit	
Child Tax Credit		Incapacity Benefit		Wages (Wageslips)	
Council Tax Benefit		Income Support		Working Tax Credit	
Disability Living Allowance		Job Seekers Allowance		Other – pensions etc	
What is the total household income? Add together all earnings, benefits and any other payments.			TOTAL	£	

SUPPORT FOR TRAVEL - Travel passes may be provided for students living more than 2 miles from the College. Students living on college bus routes are expected to use these services and passes will be offered for these services only.
Are you applying for help with travel costs?

Yes	No
See note below	

Note: A copy of AA Route Planner must be attached to this application form showing your route/mileage.
 See <https://www.theaa.com/route-planner/route>

If you live less than 2 miles from the College and have a disability which prevents you from walking to college, you should apply to your local authority for transport support in the first instance. If this is refused, support may be available in the form of a travel pass. Evidence of the refusal will be required.

If you wish to be considered for support, please state the nature of your disability.

Attach evidence showing support has been refused or contact Student Services to discuss further 01709 300600.

DECLARATION – By submitting this application for support you and your parent/carer confirm.

You have read and understood the conditions of assistance from the Student Bursary fund and have answered all relevant questions to the best of your knowledge.

You accept that if you have intentionally given any incorrect or misleading information, you will be liable to repay any amount already paid to you or paid on your behalf, in full, immediately.

You are aware that a minimum of 90% attendance is required at all subjects in order to receive support from the Bursary Fund/Free Meals in Education Fund.

You understand that if you leave your course early, you may be liable to repay any money paid to your or on your behalf.

You understand that if you do not pay any incurred debts to the College, you may be excluded from the College.

You understand that whilst in receipt of Bursary Funds, it is your responsibility to immediately notify Student Services of any changes in your circumstances.

I agree that I will adhere to the terms set out above.

Student Signature

Date

If you are under 18 years of age your parent/carer must confirm that they support your application and agree that you will adhere to the terms set out above.

Parent/Carer Signature

Date