



# QUEEN MARY'S GRAMMAR SCHOOL

Headmaster: R.J. Langton, M.A.

## 16-19 BURSARY FUND Application form 2018/2019

Date received  
by school office:

You can apply if you are 16, 17 or 18 at 31 August 2018 and meet the eligibility criteria outlined in the School's 16 - 19 Bursary Policy.

First Name	_____	Date of birth	_____
Surname	_____	Age	_____
Address	_____		
Post code	_____	Phone Number	_____
Year Group (12 or 13)	_____		
Do you live with:	Both parents <input type="checkbox"/>	Single Parent <input type="checkbox"/>	Other (please state) <input type="text"/>
Have you lived in the UK for 3 years or more prior to the start of your course?	<input type="checkbox"/> Yes	<input type="text"/> No	
If no, when did you move to the UK?	_____		
Are you a refugee?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Are you an asylum seeker?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(If yes, you must attach a copy of your Home Office letter stating that you have the right to remain in the UK)			

### Guaranteed Bursary

Students most in need (vulnerable groups) are eligible to receive a Guaranteed Bursary of £1200 for the year. To enable us to identify if you qualify for this bursary please tick any of the following statements that apply to you:

- Looked after (in care) or recently left care
- In receipt of Income Support **paid directly to you**
- Disabled and in receipt of Employment Support AND Disability Living Allowances

### Discretionary Bursary

#### Household Income and Status

You must provide evidence of **all** household income. This must be **at least one** of the following:

Income Evidence/Status	Tick those enclosed
Letter from H M Revenue & Customs - Tax Credit Award for 2018/19	<input type="checkbox"/>
Current Benefit Letter from the Dept for Work and Pensions (DWP)	<input type="checkbox"/>
Proof of earnings from Employer - P60 for 2017/18	<input type="checkbox"/>
Self Assessment Tax Return (if self employed) for 2017/18	<input type="checkbox"/>
Confirmation letter from Local Authority of current or recent looked after status (vulnerable groups)	<input type="checkbox"/>
Other confirmation of income (please state type & amount)	<input type="checkbox"/>

### Bursary Categories

Your award will depend on your personal and family circumstances and income levels

Awards will be paid to the student's personal bank account. You must complete the Bank Details Form

If you do not meet the standards of the 16-19 Bursary Policy your award may be reduced, withheld or withdrawn

Eligibility Criteria	Award Type
Vulnerable group	Bursary Level 1
Year 12 or 13 student already awarded Free School Meals	Bursary Level 2 (a)
Year 12 or 13 Student not in receipt of Free School Meals, with family income below £16,190	Bursary Level 2 (b)
Year 12 or 13 Student with family income between £16,191 and £22,500	Bursary Level 2 (c)
Year 12 or 13 Student with family income between £22,500 and £30,000	Bursary Level 2 (d)

### Data Protection Act 1998

In accordance with the requirements of the Data Protection Act 1998, Queen Mary's Grammar School has a duty to protect the personal data it processes. To comply with this legislation, information must be collected and used fairly, stored safely and not disclosed to any person unlawfully. This is outlined in our Data Protection Policy, a copy of which can be obtained from the School Office. Use of personal data contained within this form will only be used for its intended purpose and in accordance with the Data Protection Act 1998. We will not release any personal information to a 3rd party organisation without obtaining your written consent, or that of your parent/legal guardian (as applicable).

### Declaration

I declare the information I have given is true and correct at the time of application, and I will notify the Finance & Business Office of any change in circumstances.

I accept that if the above information is false or incomplete, for example not all income is declared I/my family may be liable to prosecution and to return the funds

I understand 16 - 19 Bursary payments are linked to my continuing attendance and performance and may be reduced/withdrawn if I fail to meet these.

Student name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_