

16-19 Bursary Fund 2017-2018

Part A - Student Details – Please complete in BLOCK CAPITALS									
A1	Surname				First Name(s)				
	Date of Birth				Age on 31/08/2017	Years	Months		
A2	Address					A3 – Travelling to College Please tick			
						Walk			
						Preston Pass			
						Preston (Gold)			
						Stagecoach Citi			
						Stagecoach Mega			
	Email Address:					Stagecoach Gold			
Contact Phone Number:					Lancashire Bus (Hotline)				
					Other				
A4	Please tick if you are applying for any of the courses listed								
	BTEC Art & Design		Textiles		Foundation Learning		Drama & Theatre		
	Fine Art		Graphics		Geography		ICT		
	Art Foundation		Travel & Tourism		Health & Social Care				
	Photography		Sociology		Sport				
A5	Have you been resident in the UK or EU/EEA for the last 3 Years?					Yes		No	
Student Bank Account Details – Payments can only be made to your (student) current account									
A6	Full name of Account Holder								
	This should be the name as it appears on your cash, debit card or statement								
	Name of Bank								
	Branch								
	Sort Code								
	Account Number								
	Your account number is 8 digits long. If you are unsure, your bank can advise you. We are unable to pay into savings accounts.								
You must enclose an account statement, letter or form from your bank that shows your name, sort code, account number and home address.									
A7	Do you live with adults who are mainly responsible for you?			Yes	No	If YES parents to complete Part B			
A8	Are you in Local Authority care, a care leaver or living with foster parents?			Yes	No	If YES please enclose a letter from Social Services confirming this status			
A9	Do you currently receive Income Support or universal Credit?			Yes	No	If YES please enclose a letter confirming entitlement			
A10	Are you in receipt of Employment Support Allowance and Disability Living Allowance or Personal Independence Payments?			Yes	No	If YES please enclose a letter confirming entitlement			
A11	Are you a parent yourself who is mainly responsible for at least one child?			Yes	No	If YES please enclose a copy of your child's Birth Certificate			
A12	I would like to apply for Free School Meals			Yes	No				
Privacy Notice and Declaration-Student									
A13	The information you provide on this form will not be passed to any other organisation and will only be used to assess your eligibility for an award from the 16 - 19 Bursary scheme. You are not required to sign this form, however, the submission of the form is an agreement that you have understood the Privacy notice and the conditions laid out in the Bursary Funding Statement and is a declaration that the information given on the form is correct and complete to the best of your knowledge and belief.								
PART B Income Details – TO BE COMPLETED BY THE PARENT/GUARDIAN									

To be completed by the adult(s) who are mainly responsible for the young person; or by the learner if you have answered YES to any of the questions A7 to A11							
B1	I am/We are the adults mainly responsible for the young person applying for a college bursary					Please tick one of these boxes	
						Go to B2 and/or B3	
	I am the learner applying for a college bursary					Go to B3	
	Adult 1 Name		Adult 2 Name			Relationship to young person	
B2	Your Income						
Gross Earned Income	£	Universal Credit	£	Working Tax Credit	£	Child Tax Credit	£
	Annually		Annually		Annually		Annually
<p>If you have entered details in section B2 and you are not in receipt of benefit your application is now complete. Go to the declaration at B5 and enclose a photocopy of your latest Child Tax Credit Award Notice (Form TC602). This should be a full and complete photocopy showing the amount of earned income, working tax credit and child tax credit for 2017/2018 showing total income for 2016/2017. If you are not in receipt of tax credits please enclose proof of income documents, eg. P60.</p> <p style="text-align: center;">Your application cannot be processed without proof of income</p>							
B3	Tell us about any benefit you receive						
	Please enter the annual amount for each adult against the benefit listed						
	Benefit				Adult 1		Adult 2
	Income Support or Universal Credit						
	Incapacity benefit						
	Income-based Jobseekers Allowance						
	Income-related Employment and Support Allowance						
	Support under Part VI of the Immigration and Asylum Act 1999						
Guarantee element of State Pension Credit							
<p>If you have entered details only in section B3 your application is now complete. Go to the declaration at B5 and enclose a photocopy of your most recent letter issued within the last 3 months showing name, address, entitlement and amount of benefit received.</p> <p style="text-align: center;">Your application cannot be processed without proof of benefit</p>							
B4	Any other information to support this application						
Privacy Notice and Declaration-Adults							
B5	The information you provide on this form will not be passed to any other organisation and will only be used to assess your eligibility for an award from the 16 -19 Bursary scheme. In signing this form you are agreeing that you have understood the Privacy notice and the conditions laid out in the Bursary Funding Statement and you are making a declaration that the information given on the form is correct and complete to the best of your knowledge and belief.						
B6	Please check you have enclosed all relevant documents						
B7	Signed				Date		
<p>Please return to Student Services, Cardinal Newman College, Lark Hill, Preston PR1 4HD jcarr@cardinalnewman.ac.uk or studentservices@cardinalnewman.ac.uk</p> <p style="text-align: center;">COLLEGE USE ONLY</p>							
Date Received:			Date Processed:			Initial	