

Dear Parent/Carers and Students.

16-19 Bursaries

The 16-19 bursary is available for eligible students studying in Sixth Form. Applications may be made at any time in the academic year, once they have attended Sixth Form for six weeks. There are two types of 16-19 bursaries; a vulnerable bursary, and a discretionary bursary. To be eligible to receive either of these bursaries you must be aged over 16 and under 19 at 31st August 2020.

Should you qualify, you will need to apply by completing the Bursary Application Form and provide supporting evidence. Please read all the details below carefully to check eligibility. Applications will be treated confidentially. Photocopies of documents will be taken and shared securely. Original documents will be returned as soon as possible.

Bursary payments are linked to an excellent record of 95% attendance. Unauthorised absences, including holidays in term time, may lead to a loss of some or all payment.

The requirements for the bursaries are:

Vulnerable bursary

Bursaries of £1200 will be issues to students who are:

- Young person in care
- Young care leavers
- Young person in receipt of income support or the equivalent universal credit in your own right
- In receipt of Personal Independence Payments (PIP) **and** Employment Support Allowance (ESA) or Universal Credit as a replacement for ESA in your own right

Universal Credit payments and Employment Support Allowance must be claimed by the student, not their parents/carers.

Supporting evidence will be required such as:

- A letter from the Department for Work and Pension (DWP) setting out the benefit to which the young person is entitled
- Written confirmation from the Local Authority of the young person's current or previous looked after status, or provides you with other leaving care services

Discretionary bursary

The discretionary bursary award is for student facing financial barriers to participation in education, such as the costs of transport, books and equipment. The bursary may be awarded to young people in the following categories:

- Students who have a household income of less than £16,190
- Students who are registered for Free School Meals
- Students who are economically disadvantaged (such as those from families on a low income through receipt of benefits)
- Students who parents/carers are in receipt of Universal Credit

Supporting evidence will be required such as:

- Confirmation from the Local Authority of Free School Meals registration
- Evidence of the relevant Credit/Allowance/Grant (if supplying Universal Credit as evidence please supply 3 months' worth of evidence)
- Written confirmation of Young Adult Carer status.

- Bank statements cover 3 to 6 months.
- P60
- Last 3 month's pay slips to show an average quarterly income

Your applications should state as far as possible how the funding will be spent by you, a specific educational purpose should be identified. These may include (but not limited to) transport costs to and from college, books or equipment for courses, visits and activities as part of your course, university open days and interviews.

Eligible students must be 16 on 1st September and be under 19 on 31st August in the academic year in which they start their programme of study. If a student turns 19 during their programme of study, they can continue to be supported to the end of the academic year in which they turn 19, or to the end of the programme of study, whichever comes sooner.

Complete the application for will not automatically entitle you to support from the bursary fund. The 16-19 Bursary is awarded according to individual need. If you do receive a bursary, you must inform Newton Abbot College if your circumstance changes during the year, and that you no longer need financial support.

If a bursary is paid for the academic year 2020/2021, there is no guarantee of a bursary for the academic year 2021/2022. Each year requires a new application.

Bursary application are made by submitting an application form, available from Sixth Form Reception, a member of the Sixth Form Leadership Team or the college website. Applicants will need to attend a meeting with Mrs Doulin to discuss their application. You will then receive a letter confirming if the application has been successful or not, and the amount you will receive if it has been successful.

Bursaries are paid via BACS straight into the students account. Payments run from October – June, and are paid on the last Thursday of each month. Attendance in the 4-week period prior to payment will need to be 95% or above for payment to occur. If attendance is below this, then payment will be withheld until the following month. Exceptional circumstances will be taken into consideration when determining if a payment should be paid.

If you need any further assistance, then please do not hesitate to contact Sixth Form Reception, or a member of the Sixth Form Leadership Team.

Yours Sincerely

Sixth Form Leadership Team