



NORTH LIVERPOOL ACADEMY

16-19 BURSARY FUND APPLICATION

<u>Student Details</u>	
Name	
Date of Birth	
Address	
Telephone Number	

Please complete either Part 1 or 2 depending on your circumstances and sign the form in part 3, we also require your parent/carer's authorisation on all applications

For any help or assistance please either arranges an appointment with one of the 6th form support staff and/or refers to the guidance on the Academy intranet.

PART 1- APPLICATION FOR A GUARANTEED BURSARY

Only complete if you are in one of the following groups (please tick). You are entitled to £1200 per year for a full time course. **(We can not process your application unless suitable evidence is provided, evidence must be less than 3 months old.)**

If you are a young person in care	
If you are a young care leaver	
If you are a young person <u>personally</u> in receipt of income support	
If you are a disabled young person in receipt of Employment Support Allowance who is also in receipt of Disability Living Allowance	

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PART 2- APPLICATION FOR A DISCRETIONARY BURSARY

Only complete if you are not applying for a guaranteed bursary and not in receipt of EMA. (If you have already incurred the expenditure please attach the relevant receipts)

An example might be that you require a text book to complete your studies effectively and the Academy library does not stock the text book

<u>Bursary required for</u>	<u>Briefly describe why you need the bursary.</u>
Transport (to be eligible you must live over 3 miles away)	Amount Required: £
Books & Equipment (materials and course should be itemised)	Amount Required: £
General Hardship (this is most likely to be one off events, i.e. new uniform etc)	Amount Required: £
Payment for trip relating to curriculum (trip details must be provided)	Amount Required: £
Are you registered to receive a free school meal or have you been in year 11	

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PART 3- SIGNATURES

I CONFIRM THAT ALL THE INFORMATION THAT I HAVE PROVIDED IS TRUE AND THAT I WILL ADVISE THE ACADEMY OF ANY CHANGES IN MY CIRCUMSTANCES THAT MIGHT AFFECT PAYMENT OF ANY BURSARY GIVEN

Student Signature	Parent/Carers Signature

If you wish funds to be paid direct in to your bank account please complete details below:

Bank:	Bank branch:
Account holders name:	
Bank account number:	Bank Sort code:

ACADEMY USE

<u>6TH FORM LSA TO COMPLETE</u>	
DATE APPLICATION RECEIVED	
ATTENDANCE IN CURRENT TERM	
ATTENDANCE AVERAGE IN ACADEMIC YEAR	
DATE SENT TO DIRECTOR OF 6 TH FORM & PUT ON LOG	
<u>DATE FORM RECEIVED BACK IF APPLICATION DECLINED</u>	
<u>STUDENT INFORMED</u>	YES/NO
<u>DATE APPEAL RECEIVED AND SUBMITTED TO VICE PRINCIPAL & PUT ON LOG</u>	
<u>DATE APPEAL RETURNED REJECTED BY VICE PRINCIPAL & PUT ON LOG</u>	
<u>DIRECTOR OF 6TH FORM TO</u>	

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<u>COMPLETE</u>	
DATE RECEIVED	
AMOUNT AWARDED AND BRIEF EXPLANATION FOR AWARD (IF REJECTED PLEASE ENTER NIL AND BRIEFLY EXPLAIN WHY)	£
IF NIL AWARD RETURNED TO 6 TH FORM LSA ON IF BURSARY AWARDED SENT TO FINANCE DEPARTMENT ON	
<u>FINANCE DEPARTMENT TO COMPLETE</u>	
DATE RECEIVED	
ADVISE 6 TH FORM LSA OF DATE OF PAYMENT	

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