16-18 Fund Application



Explanations and eligibility can be found online at www.buckscollegegroup.ac.uk

Student Services will assess your total family income and will automatically calculate your entitlement to course costs such as: college lunches, equipment, uniform, travel, Disclosure and Barring Service (DBS) checks etc.

PLEASE NOTE THAT EVERY BOX MUST BE COMPLETED FOR THE FORM TO BE PROCESSED

Section 1 - Personal Information

Surname	First N	ame	Studen	t ID Number
Address				
Post code:				
Mobile number		Home number		Date of Birth
Email (Student)				e (as of 31 st August 2021)
Email (Parent/Guardian)			F	
Section 2 – Course In	nformation			
Intended course <u>and</u> Ca	mpus:		Level	Full-time or part time
Have you studied at Buc	ks College Gro	oup before and rec	eived funding?	Yes No
Previous course name, I	evel and year			
Have you been resident	in the UK/EEA	for the last 3 years	s? Yes	No
What is your status in th	ie UK?			
British/EU citizen	Refugee	Asylum Seeker	Other (please	state)
Section 3 – Bank det	ails			
If your application is approve	ed, any payments y	you receive will be pai	d directly into you	ır bank account.
Account Holder's NA	AME:			
Sort Code:				
Account Number:				

Section 4 – Income details and Evidence Needed Question 1: Tell us about the parent/s/carer/s/ or guardian/s who live in your house Adult 1: Name Adult 2: Name Question 2: Are either of your parent/s or Guardian/s in receipt of any benefits? (Please circle) YES (Please provide evidence) Adult 2: YES (Please provide evidence) (Please circle) NO **Please Tick** Child Tax Credits Working Tax Credits **Employment Support Allowance** SEE ADDITIONAL SHEET FOR Job Seekers Allowance **EVIDENCE Pension Credits Universal Credits** (Your form will not be accepted without evidence) Other Benefits (please specify below) Question 3: Do either of your parents/Guardian/s work? Adult 1: (Please circle) YES (Please provide evidence) NO Adult 2: (Please circle) YES (Please provide evidence) NO NEXT PAGE FOR EVIDENCE REQUIREMENTS (Your form will not be accepted without evidence)

EVIDENCE

It is your responsibility to provide photocopies and NOT original documents as they cannot be photocopied or returned

* We use household income received in the <u>2020-2021 Tax Year</u> to calculate entitlement.

For those in receipt of Child Tax Credits

2021 Tax Credits Award Notice for Child Tax Credit/Working Tax

Credit

(All 6 pages MUST be provided)

For those in receipt of Universal Credits

Please provide three full statements for January, February and March 2021. (These can be found on your online account)

For all other benefits

Benefit Award Entitlement letters (dated between April 2020-April 2021)

Full or Part Time Work

P60 for April 2021 *or* March 2021 wage slip showing total earnings to date.

Self-employed

Accountants letter showing earnings for the 2019/2020 tax year **or** A photocopy of the relevant pages of your Self-Assessment Tax Return

Will County be providing you with travel to and from the college? Yes No If yes, please provide a letter from County confirming the annual fee they are charging you.	
Please add any further information that may help your claim.	
	ŀ
Please read carefully and tick EVERY box in the declaration below before signing. (Without this the form is invalid)	
Tick	
Bucks College Group reserves the right to withdraw support due to breaches of the college code of conduct, fraud, or if the reputation of the College is bought into disrepute.	
Attendance will be monitored and must be above 90%. Should your attendance fall below this level or if you withdraw, financial support may be stopped and you may be asked to pay back any financial support received.	
It is your responsibility to notify us of any changes to your timetable. Any changes in awards will only be made backdated to the beginning of the week in which information was received.	
Any items purchased through Bucks College Group remain the property of Bucks College Group and you may be asked to return them at the end of your course.	
If you are absent for a day you must inform your tutor as well as emailing studentservices@buckscollegegroup.ac.uk	
I agree to Student Services Staff at Bucks College Group talking to my parent's or guardian's about any finances linked to the College Support Scheme as well as Bucks County Transport Team if applicable	
If I withdraw from my course or I am withdrawn from my course by my tutor, suspended or excluded from Bucks College Group I undertake to return any equipment or money provided through the Bursary Fund.	
I certify that the information I have given on this form is complete and accurate. I agree to repay the College in full any money paid to me if the information I have given is shown to be false or misleading.	
Students Name Student Signature Date	

What to do next:

Once you have brought in a fully completed form with evidence, it may take up to 3 weeks to process. Please **do not** contact us in this time. You will be notified of your assessment result by email

Amersham Campus 01494 585415, Aylesbury Campus 01296 588592, Wycombe Campus 01494 585387

	ASSES	SSMENT	- Office Use O	ly	
16-18 -					
10 10		Income	Support		
Joint Income Total	IBB	3 / No Income	<u> </u>		
		<£16,190	100%		
	£16	6,191 – £18,999	90%		
	£19	9,000 - £21,999	70%		
	£22	2,000 - £26,999	55%		
	£27	7,000 - £34,999	40%		
		5,000 - £39,999	35%		
	£40	0,000 - £45,000	30%		
Calculation notes:					
Lunch					
Lulicii					
Travel					
Course Costs					
OU0136 00313					
Total					
Chudant Camina C) 				
Student Services C	micer				
Head of Student Se	ervices				
Ticad of Student Se					
Executive Director (S	Student Services)				
+£1000					