# 16-18 Fund Application 2020-2021



#### 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 Name			•	Student ID Number			
Address								
Post code:								
Mobile number	Home numb	per			Date of Birth			
Email (Student)			Age	(as of 31 <sup>st</sup> August 2020)				
Email (Parent/Guardian)			F					
Section 2 – Course Information								
Intended course <u>and</u> Campus:				Level		Full-time or part time		
Have you studied at Bucks College Group before and received funding? Yes No								
Previous course name, level and year								
Have you been resident in the UK/EEA for the last 3 years? Yes No								
What is your status in the UK?								
British/EU citizen Refugee		Asylum Se	eker	Other (p	olease s	state)		
Section 3 – Bank details								
If your application is approved, any payments you receive will be paid directly into your bank account.								
Account Holder's NAME:								
Sort Code:								
Account Number:								

Questi	on 1: Tell us about the par	ent/s/c	arer/s/ or guardian/s who live in your house
Adult 1:	Name		
Adult 2:	Name		
Questi	on 2: Are either of your	parent	s or Guardian/s in receipt of any benefits
Adult 1: Adult 2:	(Please circle) (Please circle)	YES YES	(Please provide evidence) NO (Please provide evidence) NO
Please T	Tick .		
	Child Tax Credits		
	Working Tax Credits		
	Employment Support Allowance		
	Job Seekers Allowance	]	SEE ADDITIONAL SHEET FOR
	Pension Credits		EVIDENCE
	Universal Credits	(Your form will not be accepted without ev	
	Other Benefits (please specify below)		
	Question 3: Do eit	her of	your parents/Guardian/s work?
Adult 1 Adult 2	(		YES (Please provide evidence) NO YES (Please provide evidence) NO
		_	VIDENCE REQUIREMENTS

## **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 2019-2020 Tax Year to calculate entitlement.

# For those in receipt of Child Tax Credits

2020 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 2020. (These can be found on your online account)

#### For all other benefits

Benefit Award Entitlement letters (dated between April 2019-April 2020)

#### • Full or Part Time Work

P60 for April 2020 or March 2020 wage slip showing total earnings to date.

#### Self-employed

Accountants letter showing earnings for the 2018/2019 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.					
Please <b>read</b> carefully and <b>tick EVERY</b> 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 <b>do not</b>					
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					

## ASSESSMENT - Office Use Only

16-18 -		
	Income	Support
Joint Income Total	IBB / No Income	100%
	<£16,190	100 %
	£16,191 – £18,999	90%
	£19,000 - £21,999	70%
	£22,000 - £26,999	55%
	£27,000 - £34,999	40%
	£35,000 - £39,999	35%
	£40,000 - £45,000	30%

Calculation notes:

#### Lunch

Travel

### Course Costs

Total

Student Services Officer	
Head of Student Services	
Executive Director (Student Services) +£1000	