



16-19 Bursary Fund Application Form

St Simon Stock Catholic School

SECTION 1 - Student Details

Full Name:	
Date of Birth:	
Home/Mobile No:	
Email:	

SECTION 2 – Eligibility (please tick the boxes that apply to you)

I am living in local authority care or have recently left local authority care	☐
I am in receipt of Universal Credit (UC) / Income Support (IS) / Disability Living Allowance (DLA) / Personal Independence Payment (PIP) / Employment and Support Allowance (ESA) in my own name (please highlight relevant support)	☐
I have an Education Health and Care Plan	☐
I am in receipt of Free School Meals	☐

If you are not in one of the above categories, please ask your parents to complete section 6.

SECTION 3 – Student Agreement

Have no less than 92% attendance	☐	☐
Attend all classes punctually	☐	☐
Complete your coursework and homework on time and to a satisfactory standard	☐	☐
Observe the school rules	☐	☐
Notify the school correctly for absence/appointments	☐	☐

SECTION 4 – Student Declaration

1. I declare that the statements made on this form are true and to the best of my knowledge and belief are correct in every respect. I undertake to supply any additional information that may be required to support this application. I understand that if I refuse to provide information relevant to my claim the application will not be accepted. I also undertake to tell the school of any change in my circumstances in writing. I agree to repay the school in full and immediately any sums advanced to me if the information I have given is shown to be false or deliberately misleading.
2. I am aware that the funding covers only this school year and that I must re-apply next year and there is no guarantee that I will receive funding for future years even if I am eligible for the current year.

Signed (Student):

Date:

SECTION 5 – Declaration of residency

I declare that I have been a resident of the UK for at least 3 years	☐
Signature of Student	
Confirmed by School	

SECTION 6 – Parent/Carer Details

Students living in a home where there is a gross annual household income of less than £28,000 may still be considered for a discretionary bursary provided parents/carers are able to provide proof of income. Other factors, such as distance to travel from the institution, the number of dependent children in the household or whether the young person has additional responsibilities that may mean they need extra help, for example, they are a young carer, can also be taken into consideration.

Name of Parent/Carer	
Are you employed? Yes / No	☐ Yes ☐ No

Household Details

Please state who lives at the home address:

Name	Relationship to student	Age if under 16

Please tick the box indicating the documents you are providing. Please send original documents (these will be returned once they have been checked by a member of the finance team)

Type of Income Evidence Required

Employed Income: P60 for tax year 2025/26 or last payslip in March 2026	☐
Self-employed Income: Official tax return	☐
Working Tax Credit / Child Tax Credit – your most recent Tax Credit Award Notice	☐
Universal Credit - The last three awards letters	☐
Income Support – award letter dated within the last 3 months	☐
Disability Living Allowance - award letter dated within the last 3 months	☐
Employment and Support Allowance - award letter dated within the last 3 months	☐
Personal Independence Payment – award letter dated with in the last 3 months	☐
Any other benefit – award letter dated with in the last 3 months	☐

SECTION 7 - Parent Declaration

Please read the declaration below carefully before signing: I declare that the statements made on this form are true and to the best of my knowledge and belief are correct in every respect. I undertake to supply any additional information that may be required to support this application. I understand that if I refuse to provide information relevant to the claim the application will not be accepted. I also undertake to tell the school of any change in my circumstances in writing. I agree to repay the school in full and immediately any sums advanced to the student if the information I have given is shown to be false or deliberately misleading.

Signed (Parent or Carer named above):

Date:



The information you provide on your application form is collected and dealt with in compliance with the General Data Protection Regulation 2018 (GDPR). It will be used by St Simon Stock Catholic School to administer and manage the Bursary Fund scheme (including the detection and prevention of fraud).

WARNING: Under the Theft Act 1968, if you, by deception, dishonestly claim, you are liable to criminal charges.

For Office Use Only:

Date Form received:

Documents included as evidence:

Bursary Type: Vulnerable / Discretionary

Bursary Amount Approved:

Application Approval date:

Application Approved by Leader of Sixth Form:

Please tick boxes below to indicate the assistance you require:

☐	Travel Costs
☐	Books
☐	Equipment
☐	School Trips
☐	Uniform
☐	Meals
☐	University Interviews / Open Day visits / UCAS registration Fee
☐	Other course related costs

Bursary payments: *For Office Use Only:*

Date	Payment Amount	Reason