

Minsthorpe Community College Bursary – Post 16

Who can get it?

If you are aged, 16 to 19 (**must be 16 on 31st August 2023 and under 19 on this date**) and studying at school or college (not university) in England, or on a training course, including unpaid work experience.

Discretionary bursary is assessed on household income. Applications will only be successful if gross household assessed income is £30,000 or below, for those receiving Tax Credits. For households receiving Universal Credit, assessed net income should be £24,000 or below to qualify.

What is it for?

Providing financial support for the cost of books and equipment/materials related to their course, transport, lunch on the days they study, support with the cost of educational trips such as University Open day visits.

IT IS NOT PAID AS A MONTHLY ALLOWANCE. Transport and meal support is paid half-termly so varies depending on the number of school days in the half term. All other costs are met as and when equipment and resources have been purchased. Support may be withdrawn if you are not meeting the Learning Contract expectations. Decisions about each individual are bespoke – comparisons to other students support should not be made as private and confidential information will be taken into account to provide the best support possible per student.

The two categories of Bursary

VULNERABLE BURSARY – Students who are in one or more of these defined groups; in care; care leavers; receiving Income Support, or Universal Credit because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them such as a child or partner or receiving Disability Living Allowance or Personal Independence Payments in their own right as well as Employment and Support Allowance or Universal Credit in their own right.

DISCRETIONARY BURSARY – Guidance says it is for institutions to decide which students receive a discretionary bursary, depending on each student's circumstances

Note-receiving bursary payments does NOT affect any other means-tested benefits the family household are in receipt of.

How do I apply for support?

1. Complete the online form - <https://forms.office.com/r/Db1naLmt8t>
2. Provide one piece of ORIGINAL evidence from the list below – this must be provided electronically to dlloyd@minsthorpe.cc

If receiving Universal Credit...

You should provide the latest three monthly statements, these must be consecutive and the most recent available. All pages of each statement showing a full breakdown must be provided, these can be found by logging on to your account and clicking the hyperlink for each month. If you are having difficulty accessing your monthly statements contact the Job Centre for assistance.

If you have been receiving Universal Credit for less than three months please provide all statements you have available and include a note on the application of the start date.

If not receiving Universal Credit...

Income Type

Evidence Required

Full or part-time wages – gross earnings including overtime, bonus and commission

Latest P60 (to tax year ending 5 April 2023) or two consecutive payslips dated within the last 6 months

Self-employment

Copy of accounts for 2022/23 tax year or Tax Award letter (only if accounts have been submitted and confirmed by HMRC – estimates not accepted)

Working or Child Tax Credit	ALL pages of your 2023-24 award letter – provisional and estimated awards will require additional evidence.
Income Support	Award notice or bank statement (within last 6 months) showing payments.
Job Seekers Allowance(JSA)	Award notice or bank statement (within last 6 months) showing payments. Please note if applying for Free Meals the Award notice is required.
Employment & Support Allowance (ESA) / Incapacity benefit	Award notice or bank statement (within last 6 months) showing payments. Please note if applying for Free Meals the Award notice is required.
Pensions including Retirement, Widow's, Army, Other	Pension statement or Two consecutive payslips dated within last 6 months.
Support under Part VI of the Immigration & Asylum Act 1999	Official letter showing current status.
Any other taxable income	Any relevant evidence

Can support be withdrawn?

Yes, if students are not meeting their responsibilities on the Post 16 Learning Contract.

Attendance is a key aspect to receive the bursary payments, if attendance is low than support will be reduced / withdrawn.

If my financial circumstances change?

Please inform the college immediately to enable us to adjust our information accordingly.

How do I make claims once I know I am eligible?

Students bring receipts to Mr Lloyd who will authorise them and then Finance will BACS pay the amount into the student's account (approx. a week to process).

How are my child's particular needs established?

By completing the form in full and through communication with the P16 Pastoral team to establish what support would work best for them.