

EVIDENCE OF ELIGIBILITY FOR 16-19 GUARANTEED BURSARY FUND GUIDE 2018 - 2019



The 16-19 Guaranteed Bursary Fund is a £1200 grant for vulnerable students who may have difficulties in completing their course because of financial considerations. To be eligible for financial assistance from the 16-19 Guaranteed Bursary Fund you must **be an enrolled student as defined by the College**. Guaranteed bursaries will be awarded provided you meet one of the following criteria:

Young person in care / Care leaver

For students who are in care or a care leaver, written confirmation of your current or previous looked-after status from the relevant local authority – this is the local authority that looks after you or provides your leaving care services. The evidence could be a letter or an email but must be clearly from the local authority.

Young person in receipt of Income Support, or Universal Credit in place of Income Support in their own right (because they are financially supporting themselves and someone who is dependent on them and living with them such as a child or partner)

For students in receipt of Income Support or Universal Credit, a copy of your Income Support or Universal Credit award notice (you must be entitled to benefits in your own right). The evidence must confirm that the young person can be in further education or training (some young people in receipt of benefits are not allowed to participate). As well as the award notice, a tenancy agreement in the student's name, a child benefit receipt, and/or utility bill must be provided.

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

For students receiving Universal Credit/Employment and Support Allowance and Disability Living Allowance and Personal Independence Payments, a copy of the student's Universal Credit based claim from DWP confirming which Employment and Support Allowance group they have been placed in. Evidence of receipt of Disability Living Allowance or Personal Independence Payment, must also be provided.

Supporting photocopied official documents MUST be accompanied by a current bank statement highlighting the current benefit payment and sent to Student Services alongside your application.

Eligibility for free meals at college

If you are in receipt of means-tested benefits you may be entitled to a daily meal in the college canteen, free of charge. For further information and an application form please see Free College Meals on the college website.

Bursary payments will be made on a monthly basis provided that a student's attendance does not fall below 95%. If applicable support for transport cost will be deducted from the grant. If a student who has received financial assistance leaves before the completion of their course they will be required to repay all or part of their grant.

Please return completed form and photocopies of proof of income to: Student Services, Room D507, The Henley College, Deanfield Avenue, Henley On Thames, Oxfordshire, RG9 1UH