

BURSARY APPLICATION FORM

1. Pupil Information

Full Name	
Date of Birth	
Year of Entry	

2. Parents/Guardians

	Parent/Guardian 1	Parent/Guardian 2
Full Name		
Title		
Address		
Nature of Employment	Full time employee Part time employee Self employed Unemployed Other	Full time employee Part time employee Self employed Unemployed Other
Daytime Telephone Number		
Mobile Number		
Email address		

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3. INCOME FOR ONE FINANCIAL YEAR

	PARENT/GUARDIAN 1	PARENT/GUARDIAN 2
Wages/salary	£	£
Benefits	£	£
Gross Pension etc	£	£
If self-employed, income from self-employment	£	£
Gross income from property	£	£
Benefits in Kind provided free by reason of employment	£	£
Other	£	£
Total Income	£	£

Please enclose documentary evidence in support of the income figures. Please tick those you are enclosing:

P60

Copy of HMRC tax calculation issued under Self Assessment

Latest Pay Advice

Confirmation of Schedule D self employment income from an independent accountant

Letter from HMRC showing Benefits Payment

Others (please specify in the space below)

4. EXPENDITURE

PRIORITY DEBTS	Money owed	Payments negotiated to pay off debts (weekly/monthly)
Rent		
Barclaycard		
Council tax		
Gas		
Electricity		
Bank charges overdraft		
Maintenance home and car phone		
Other petrol, food, family debt, clothes		
Total		

Total payments to priority creditors is £ _____ per month. When I have made payments to my priority creditors, I have £ _____ for my non-priority creditors.

Non-priority Debts

Debt (Fill in name of creditor)	money owed	Offer (weekly/monthly)
Total		

My total income is £ _____

My total outgoings are £ _____

This leaves me an available income of £ _____

This is a true record of my financial situation on: (please enter date) _____



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5. Please provide details of any other financial support you are receiving to cover your child's tuition fees

6. Any other relevant information

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7. Declaration

We/I have made a complete and accurate declaration of our/my income and assets.

We/I understand that if we/I are/am offered a Bursary for my/our child and accept a place for him/her at the School the following terms and conditions will apply as between ourselves/myself and the School:-

(a) our/my child's fees account with the School will be credited termly/monthly with the amount of the Bursary for so long as the award remains in effect;

b) any award of a Bursary is subject to either termly or annual review and we/I must complete an annual declaration of our/my financial circumstances on the form sent to us/me by the School and supply all relevant supporting evidence by the return date indicated;

c) we/I will report immediately any material change in the financial position declared;

d) the bursary may be withdrawn or reduced if:

i) If due to any circumstances my/our child is no longer registered as a student of the School;

ii) we/I have failed to return the annual declaration of our/my financial circumstances by the return date indicated;

iii) we/I have failed to produce any additional information required by the School to evidence our/my financial circumstances;

iv) in the opinion of the Head, our/my child's attendance, progress or behaviour no longer merits the continuation of the award;

v) we/I are in arrears in respect of any amount due and owing to the School;

vi) there is a material change in our/my financial circumstances;

e) the bursary will be withdrawn and the value of any amount of the Bursary previously credited against our/my child's fee account will become repayable to the School forthwith if we/I have fraudulently, knowingly or recklessly provided false information in relation to the award of the bursary.

Parent/Guardian 1

Signed: _____

Date: _____

Parent/Guardian 2

Signed: _____

Date: _____