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# Leicester Adult Skills and Learning Service

Learning for: Work | Life | Leisure | Family

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[www.leicester.gov.uk/adulteducation](http://www.leicester.gov.uk/adulteducation)

## 16-19 Bursary Fund Application

The 16-19 Bursary Fund is designed to help support those young people who face the greatest barriers to continuing in education post-16. The funding provides up to £1,200 to individuals who meet the personal eligibility criteria (full amount is only payable to those who complete a course of at least 30 weeks duration) and smaller amounts to those eligible through family reasons. The amount that will be paid is discretionary and you will be informed of the amount and frequency of payment only when an application is successful.

### Bursary A

A bursary of £1200 per year paid in monthly instalments to:

- Young people in care (Written confirmation from Local Authority)
- Young people leaving care (Written confirmation from Local Authority)
- Young People 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 (Benefits Agency letter)
- Young people 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 (Benefits Agency letter)

Students who qualify for this bursary will be made an initial payment of £300 at the end of their first month of study and then nine monthly payments of £100

### Bursary B

Further bursaries may be awarded to students based on the household income being below £16,190 or the student's parents being in receipt of Jobseeker's Allowance, Income Support or an equivalent benefit.

## Free Meals

Free meals are targeted at disadvantaged student. For the purposes of eligibility for free meals, 'disadvantage' is defined by the students being in receipt of, or have parents who are in receipt of, one or more of the following benefits:

- Income Support
- income-based Jobseekers Allowance
- income-related Employment and Support Allowance (ESA)
- support under part VI of the Immigration and Asylum Act 1999
- the guarantee element of State Pension Credit
- Child Tax Credit (provided they are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs (HMRC))
- Working Tax Credit run-on – paid for 4 weeks after someone stops qualifying for Working Tax Credit
- Universal Credit with net earnings not exceeding the equivalent of £7,400 pa

## General eligibility criteria

In addition, to qualify for any bursary the student must also:

- be under 19 at the start of the academic year in which they start their programme of study (the start of the 2019/20 academic year is 31 August 2019). Where a young person turns 19 during their programme of study, they can continue to be supported to the end of the academic year in which they turn 19, or to the end of the programme of study, whichever is sooner
- satisfy residency criteria in the document ESFA Funding guidance
- be participating in provision that is subject to inspection by a public body that assures quality (e.g. Ofsted).

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Learner No: \_\_\_\_\_ Course Code: \_\_\_\_\_

Please tick the box to indicate which Bursary you are applying for:

- Bursary A  
Please see overleaf for eligibility criteria and documents to be provided
- Bursary B  
Please see overleaf for eligibility criteria and documents to be provided
- Free Meals  
Please see overleaf for eligibility criteria and documents to be provided

Please state which benefit .....

If applying for Bursary B please give details of assistance required:

***Payment to Providers or direct reimbursement of expenditure will only be made for learners attending their course. Any costs incurred by the learner when not attending their course or after withdrawing from their course remain the responsibility of the learner, and any overpayments will be recouped.***

Signed (Learner): ..... Date: .....

Signed (Finance Officer): ..... Date: .....