

# Cowes Enterprise College

## 16-19 Bursary Scheme Application Form 2025-2026

**Student Details**

Surname ..... First Name .....

Address ..... Form Group .....

..... Date of Birth .....

..... Parent/Guardian Name.....

.....

Postcode .....

**Bursary Applied for (tick either Level 1, 2 or 3) one box only**

**Direct Bursary Level 1**

**Please confirm reason for eligibility: tick one box only**

In Care. NB those who are privately fostered are not classed as in care	
Care Leavers	
Student Receiving Income Support (IS), or Universal Credit (UC) 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	
Student Receiving Disability Living Allowance (DLA) or Personal Independence Payments (PIPs) in their own right as well as Employment and Support Allowance (ESA) or UC in their own right	

**Discretionary Bursary Level 2**

**Please confirm reason for eligibility: tick one or both boxes**

Student lives in a household where the parent(s)/guardian(s) are in receipt of Income Support or Universal Credit	
---	--

**Discretionary Bursary Level 3**

**Please confirm reason for eligibility: tick one box only**

Students who live in a household where the gross annual household income is less than £30,000.	
--	--

What do you need financial assistance for?	How much will you need?
Travel	
Books	
Equipment	
Field Trip essential to my course	
Exams/Resit Fees	
University Interviews and Open Days	
Lunch allowance	
Total Bursary Amount requested	
Please list the subjects being studied in sixth form:	

*Please note that application will not be considered by the panel unless the above table is completed in full showing clearly why a bursary is required and how if granted it would be spent. The school reserves the right to request receipts of purchase.*

**Payment details:**

Please note that the school may choose to pay Bursary awards “in Kind” e.g. by purchasing text books, school meals, travel passes or equipment or may make payments directly into the student’s bank account by BACS. Proof of receipts for items purchased by the student may be required.

**Student Bank Account details:**

Account Name

Sort Code

Account Number

Bank Name and Address

**All household income must be declared in the table below.** Please provide documentation for all adults living at the property.

*Please note documentation must be attached to support your application. If no documentation is received the application will be automatically declined.*

- Number of dependent children in household : .....

**Please tick the supporting documentation being provided:**

3 most recent Universal Credit monthly award statements	
P60 (for last tax year)	
Last 3 months' payslips for all household adults	
Evidence of self-employment income for most recent tax year or Accountants letter	
Child Tax Credit	
Working Tax Credit	
Income Support	
Maintenance Payments	

Total annual household income	£
-------------------------------	---

**Administration**

- All applications must, initially, be received by 30<sup>th</sup> September for the academic year.
- Further applications will be considered during the year if a student's needs change.
- The Bursary Scheme Allocation Panel, comprising of the Head of Sixth Form, Deputy Head of Sixth Form and Finance Director, will sit in October to assess each individual claim and authorise applications.
- All awards are dependent on adherence to the school rules and excellent attendance and behaviour.
- In accordance with government policy, the school may use up to 5% of their allocation for administrative costs

**Declaration by Student and Parents**

I agree to the application being scrutinised for the Bursary Panel whose decision is final and not subject to any appeals process.

I understand that the application will be refused automatically if the correct evidence is not supplied

I understand that bursary is subject to the Sixth Form code of conduct.

I confirm that the information provided is, to my knowledge, true and correct and that CEC may seek to confirm any details given.

If I leave the school at any time within 6 weeks of a bursary being awarded, then I will repay the funds given to me.

**Data Protection Act:** The data contained on this form will be held on file for seven years. CEC may make enquiries about the validity of the information provided on this form from other central and/local government bodies as deemed appropriate by the school.

I hereby consent to the disclosure of any information sought in accordance with the application for the purposes of the Data Protection Act 2018. The school has a duty to protect the public funds it administers and to this end may use the information provided on this form within their Authority for the prevention and detection of fraud. It may also share this information with other bodies administering public funds solely for these purposes.

Student Signature ..... Date .....

Parent Signature ..... Date .....

Please return this form along with the evidence requested in a sealed envelope.  
You can hand this into reception addressed to Mr R Marinelli, Bursary Application or email to [rmarinelli@cowesec.org](mailto:rmarinelli@cowesec.org)