



# STUDENT FINANCIAL SUPPORT FUND APPLICATION 16-18 (2018/19)

For Office Use Only – Student ID

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The details completed in this section must be those of the applying **STUDENT**.

If you are worried about money or are unsure whether you should apply please speak to the Student Financial Support staff who can be found in the Mall at the College, 11:00am – 1:00pm.

## A. Personal Details

 Full-time Part-time

## B. Residency Details and ID

I live with (please tick)

 My parent(s)/guardian(s) Alone with dependent children My foster parents or under the care of the Local Authority My partner/spouse Alone  
(includes shared accommodation) Other (please state)

In order to process your bursary application we will need to see one of the following forms of ID:  
Birth Certificate, Passport, National Insurance Number or Driving Licence

## C. Transport for ages 16-18

 Please tick the box that shows how you intend to travel to and from College. Train Bus Ferry

*(If you are taking the Ferry from the Isle of Wight or Hythe you will need to complete an additional form, available from the Bursary in the Mall.)*

If you intend to travel to college by train, please provide the name of the station you will be departing from.

If you intend to travel to college by bus and will require a bus pass, please provide your home postcode:  
*Please note you must live outside the SO14 postcode to qualify for a bus pass.*

Please tick which bus pass you require

**First**

 Southampton Hampshire

**Bluestar**

 Southampton Southampton Plus Network

## D. Childcare for ages 16-18

If you are aged under 20 at the start of your course and are the main carer for your child, you can apply for Care to Learn.

**For more details please visit [www.gov.uk/care-to-learn](http://www.gov.uk/care-to-learn)**

## E. Eligibility

Please tick either yes or no for the following statements

1) I will be aged between 16-18 on 31/8/2018

Yes

No

2) I am one of the following:

- In care / a care leaver
- Receiving income support
- In receipt of DLA/PIP or ESA/UC

**Evidence required:** letter from the local authority dated within the last 3 months.

3) I am (or my parent/carer) is in receipt of one of the following benefits:

- Income Support
- Job seekers allowance
- Pension credit
- Employment & support allowance
- Working tax credit and/or child tax credit
- Universal credit

**Evidence required:** letter from relevant authority dated within the last 3 months.

4) My household income is less than £27,000 per year.

**Evidence required:** documents from HMRC.

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Evidence seen

Signed

## F. Declaration

Please read the following points.

### Ferry passes

- A £25 administration fee will be charged for any replacement pass. This includes passes either lost or reported stolen.
- Any student found to have misused their ferry pass will not receive further financial support from the College.

### Bus passes

- A £5 administration fee will be charged for any replacement pass. This includes passes either lost or reported stolen.
- Any student found to have misused their bus pass will not receive further financial support from the College.

### Terms of the Bursary Award

- Attendance will be monitored and must be above 90%. Should your attendance fall below this level or if you withdraw, financial support may be stopped and you may be asked to pay back any financial support received.
- Giving false information will lead to financial support being withdrawn.
- City College Southampton reserves the right to withdraw financial support due to breaches of the student Code of Conduct, fraud or if the reputation of the College is brought into disrepute.
- There is no guarantee given that funds will be available when you apply. If there is a high demand on the funds, awards may be given at a reduced rate. The fund will close when fully allocated. Payments in subsequent terms (where paid) may be at a lower rate if there is a high demand on the funds.
- It is your responsibility to notify us of any changes to your timetable and/or circumstances. Any awards will only be backdated to the beginning of the week in which the information was received by the College.

### Data Collection

City College Southampton collects this information for contractual reasons to enable eligible students to access the Bursary. For more information please see our privacy policy at [www.southampton-city.ac.uk/privacy-policy](http://www.southampton-city.ac.uk/privacy-policy)

Applicant's signature:

Date:

Last updated May 2018



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