

Rollover Bursary Declaration
Progressing students 2024-2025

Student name:

Student ID:

Date of signing:

Office use only

Date received:

Staff signature:

In academic year 2023-2024 you were awarded a bursary due to your household income being below the threshold of £26,000. The current bursary policy states that all students are required to apply for a bursary for each year of study at Shrewsbury Colleges Group. Student Services are trialing a new process in which our progressing students are **not** required to reapply for a bursary if they are continuing their course or enrolled on a new course starting in September of the same year. In academic year 2024-2025, the bursary threshold has increased to £28,000 per annum.

Any personal information provided to support this application is stored and processed in line with college policy and the Data Protection Act 2018. The college does not release this information to any third party. Full details of the colleges data privacy policies and procedures can be found here: www.scg.ac.uk/policies.

Please read the following statements and sign where applicable:

I understand that communication will be sent to my emergency contact regarding my bursary.

I understand that if I give false information on this form, I will be required to return any travel passes, my free college meals will cease, and an invoice will be sent to me, and I will need to pay for any kit/uniform/essential course materials I have received.

I understand that it is my responsibility to inform Student Services of any changes to my household that might affect my bursary entitlement. bursaryhelp@scg.ac.uk

I understand that Student Services have the right to formally request my household income information at any time during the academic year, and if I do not provide my supporting evidence, my bursary will be suspended.

1. *I was awarded financial assistance from the bursary for academic year 2023-2024. I would like to continue receiving financial assistance. The supporting evidence I submitted with my bursary application form is a true reflection of my household income.*

I confirm that my household income does not exceed £28,000

- I need a travel pass
- Free College Meals
- I need to order kit/uniform

2. *I was awarded financial assistance from the bursary for academic year 2023-2024. I would like to continue receiving financial assistance. My household income is above £28,000 and could affect my entitlement to the bursary. I will send the most recent supporting evidence to bursaryhelp@scg.ac.uk in order for Student Services to reassess my bursary application.*

- I need a travel pass
- Free College Meals
- I need to order kit/uniform

3. *I was awarded financial assistance from the bursary for academic year 2023-2024. I would like to continue receiving financial assistance. I am **unsure** if my household income has changed and I am going to provide Student Services with my most recent supporting evidence by emailing bursaryhelp@scg.ac.uk in order for Student Services to reassess my bursary application.*

- I need a travel pass
- Free College Meals
- I need to order kit/uniform

This section asks for information about **you** and **your household** situation. Please answer **all** questions as this will help us with assessing your application.

About you and your household

Name

Student ID number

Date of birth

Age

Current Address

Postcode:

Student contact number

Parent/Carer contact number

Student personal email

Parent/Carer email

Who lives with you?

Have you been resident in the UK for 3 years prior to your intended course start date?

YES

NO

This section will determine which bursary you could qualify for. Looked after young people could be eligible for funds of up to £1,200 per academic year to support educational studies. Please note that these bursary payments will depend on your individual circumstances, are not guaranteed and where possible will be paid 'in kind' such as a travel pass.

***Please make sure you complete the bank details section in this form**

I am classed as a Looked After Young Person (local authority)

Please provide a letter on headed paper from your social worker confirming your looked after status

- I live in a residential setting
- I live in a foster placement
- I am in supported living
- I am an unaccompanied asylum seeker

I am classed as a Care Leaver (local authority)

Please provide a letter on headed paper from your social worker confirming

- I am in supported living
- I am in temporary accommodation
- I live independently and financially support myself
- I am an unaccompanied asylum seeker

Other information you think we should know

If you qualify for a bursary, you will be entitled to free college meals. Your weekly allowance is uploaded to your student ID badge. You can use your allowance at any of our Bridges cafes. Your allowance is £3.60 per day and based on the number of timetabled days in college. *Daily allowance is subject to change. You can ask Student Services to check your balance for you and you can also add your account through RemsPay once you are enrolled in September

There will be essential items you need for your course which the bursary can help pay for. **We recommend speaking to Student Services before making any purchases to confirm they are eligible for reimbursement.** If you have already purchased essential items, please provide proof of purchase and complete the bank details section below.

Items eligible for reimbursement

- **Text books** (essential to your course) * please check with your teachers, and copies are available in the LRC
- **Stationery** (you need to order this through the college. Reimbursements will not be made for purchases outside of college)
- **Calculators** (only applies to certain subjects) *please check with your teachers
- **Uniform /Kit** (only applies to essential uniform)

****Please refer to the Bursary Policy on our website for detailed eligible items.**

Bank Details

Name of account holder

Account Number

Sort Code

Name of Bank or
Building Society

If you enrol your child/children in childcare so that you can attend college, support is available for up to 2 children in an Ofsted approved childcare setting. Please speak to Student Services for an application form. You will need to take the childcare form to your chosen childcare provider to complete. Please note, the bursary can only pay fees for the days that you are registered present at college and a maximum of £160 per week, per child can be allocated. (Advanced Learner Loans only)

If you are a young parent aged under 20 years before 31st August, you can apply to Care to Learn for childcare costs while you are in college. You can apply online:

Some courses incur fees once you are aged 19 or over, you may be eligible to apply for an Advanced Learner Loan. (ADL) Please speak to Student Services if you think you might be eligible. Please note, if you are applying for an ADL and a bursary, your entitlement from the bursary fund is limited to childcare and transport.

Declaration

By signing this form you confirm the following:

- The information I have provided, to the best of my knowledge is correct and true
- I will inform Student Services of any changes in my circumstances which may affect my bursary entitlement
- I acknowledge that my bursary award is subject to satisfactory conduct, behaviour and college attendance (exceptional circumstances are taken into consideration)
- I consent to communication with my emergency contact regarding my bursary
- Any personal information provided to support this application is stored and processed in line with college policy and the Data Protection Act 2018. The college does not release this information to any third party. Full details of the colleges data privacy policies and procedures can be found here: www.scg.ac.uk/policies.

Student signature

Date of signing