

## **16-19 Bursary Fund, Free Meals and financial support information** **Academic Year 2019-2020**

The 16 to 18 Bursary Fund is a government scheme set up to help young people, facing financial hardship, to stay in full-time education.

Upon assessment the student must:

- Have a current enrolment for the academic year
- Not be enrolled on a Work Based Learning or Apprenticeship course
- Be aged 16 to 18 on the 31<sup>st</sup> August 2019
- Be aged 19 to 24 on the 31<sup>st</sup> August 2019 and subject to an Education Healthcare Plan
- Be able to provide sufficient evidence of a household income that's less than £25,000 or be able to provide sufficient evidence stating they are in care or a care leaver

All support from the Student Financial Support department is paid via BACS transfer directly into a nominated bank account. We ask that this account be in the students own name and if this is not possible then please discuss with a member of the team at the time of application.

This 16-19 Bursary fund can assist with the following:

### **Regular Bursary payments**

These payments will be made on a monthly basis subject to satisfactory attendance, progress and conduct in college.

### **Essential course related books, equipment, uniform and DBS fees**

One off payments can be made to support the cost of essential materials such as text books or uniform.

### **Travel Expenses**

All students living within a London borough and aged 16-18 on the 31<sup>st</sup> August 2019 can apply for a 16+ ZIP Oyster card, online at [www.tfl.gov.uk](http://www.tfl.gov.uk)

For those living outside of a London borough their travel expenses may be supported, via the cheapest form of public transport. This will be individually assessed and therefore the monthly amount awarded can vary from student to student.

### **Childcare**

If you have a child and are aged 20 or below at the start of your course you can apply for Care to Learn, which can help with childcare costs while you study. You can apply online at [www.gov.uk/care-to-learn](http://www.gov.uk/care-to-learn)

## **Free Meals**

Students may apply for assistance towards meals at lunch time. Not all students are eligible for this as strict terms and conditions apply. For the purposes of eligibility for free meals students must be in receipt of, or have a parent who is in receipt of, one or more of the following benefits:

- Income Support
- income-based Jobseekers Allowance (JSA)
- 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
- Universal Credits (not exceeding £7,400 per year)

## **Process**

Students should collect an application form from the Student Financial Support team located along Advice Street, or from the Administration Office if studying at the Technical Skills Academy. The application must then be fully completed and submitted to a member of the Student Financial Support team with all required supporting evidence; a full list of evidence required is listed within the application form.

A member of the Student Financial Support team will then complete a full assessment and consider all funding requested, this process should take no longer than 15 working days.

Payments are usually made by monthly BACS into the student's bank account. There are exceptions to this depending on the financial support awarded, for example some equipment expenses may be paid directly to the curriculum area.

We will try and dispense our allocation of the discretionary funds as fairly as we can but we cannot guarantee that all claims will be successful or to the desired level. We strongly encourage all students to have returned their application form by the 18<sup>th</sup> October 2019. The application process may re-open after this date, subject to funding, and applications will still be considered but may receive lower priority.

**For more information or guidance please contact the Student Financial Support department:**

**Telephone – 020 3667 0050**

**Email – [student.financesupport@bdc.ac.uk](mailto:student.financesupport@bdc.ac.uk)**

**Opening hours to submit paperwork – Monday to Friday 8.30am – 12.00pm**

**Opening Hours for enquires - Monday to Friday, 8.30am – 5.00pm**