

APPLICATION GUIDANCE FOR 16-18 BURSARY

(FCM ONLY FOR STUDENTS AGE 19-24 WITH AN EHCP AND AGE 14-16 YOUTH COLLEGE STUDENTS)

Academic Year 2024-25

ELIGIBILITY INFORMATION

Young people may be eligible to receive financial support from 16-18 bursary, subject to meeting the eligibility criteria.

You must be classed as a home student i.e. a permanent UK/EEA residents in order to receive financial support from the fund. Students aged 19 to 24 that have an Education Health Care Plan due to their high needs are also eligible to apply for the 16-18 bursary.

VULNERABLE BURSARY

A bursary of up to £1,200 a year is available for eligible students to assist with the cost of travel and meals in the following circumstances where the young person is:

- Living in Care
- A Care Leaver
- Claiming Income Support / Universal Credit in their own right
- In receipt of Disability Living Allowance or Personal Independence Payment in their own right, alongside Employment and Support Allowance or Universal Credit in their own right. Must be receiving both benefits to be eligible.

DISCRETIONARY BURSARY

- Weekly payments to support with travel costs, paid directly into the bank.
- Free College Meals (£4.50 daily allowance - timetabled days only. Subject to eligibility criteria)
- Free personal protective equipment and course kits for designated courses
- For Pre-Cadet Marine and North East Sports Academy students a Bursary to help towards halls of residence fees
- Essential kit costs will be paid for designated courses - this will be funded internally

All other 16-18 applications will be subject to a means test. Household income must be below £40,000 to be eligible. The types of income evidence accepted are detailed on the Pay My Student portal, applications should be made through this portal.

Funding for travel support is subject to satisfactory attendance of 85%, progress and conduct at college. Attendance checks will be carried out on a weekly basis.

GUIDANCE NOTES

ELIGIBILITY

To be eligible for FREE School Meals students and/or their parents must be in receipt of one or more of the following benefits:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit (provide 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
- Working Tax Credit run-on – paid 4 weeks after someone stops qualifying for Working Tax Credit.
- Universal Credit with net earnings not exceeding the equivalent of £7,400 pa

Students aged 16-18 on 31st August 2024 are entitled to Free School Meals if they meet the above eligibility criteria. Students aged 19 to 24 who meet the above Free School Meals criteria are also eligible to apply if they are subject to a learning difficulty assessment or education, health care plan.

All evidence should be no more than 2 months old with the exception of child tax credit/working tax credit, where a full copy of the award notice for 2023 needs to be provided. Evidence should be uploaded before submitting your on-line application form. Students must live more than 1 mile away from their main site of study to be eligible for travel support. Support will be awarded on a pro-rata basis when a student is not studying on a full-time course

RESIDENTIAL BURSARY

Students studying on a Marine Pre-Cadet or North East Sports Academy course at Tynemet, can apply to the bursary for help towards accommodation costs of living in halls of residence. The amount awarded is based upon the number of applications received/alongside annual income assessment, see parameters below. Students must be travelling from outside the North East or demonstrate that travelling time on public transport would be more than one hour for a single journey in order for them to attend the course. The residential bursary is only available for the Pre-Cadet course or Sport Academy as it is the only course offered at South Tyneside College or Tyne Metropolitan College for students under 19 where suitable alternative provision could not be found at a college closer to the applicant's home.

Income:	Percentage of support:
50k-60k	25%
40k-50k	50%
30k-40k	75%
30k and below	100%

CHILDCARE

Students under the age of 20 years old at the start of their course may be eligible for childcare funding through Care to Learn visit. www.gov.uk/care-to-learn

In cases of severe financial hardship or a significant change of circumstances please contact Student Services

CHANGE OF DETAILS

Any change of details must be notified immediately, such as change of address or withdrawal from course.

ADMINISTRATION OF THE FUND

Incomplete applications cannot be processed and will be returned to the applicant via email and/or their Pay My Student account. Applicants will receive electronic correspondence confirming the outcome of their application.

Other Formats of this form are available on request.

GUIDANCE ON COMPLETING THE APPLICATION

If you require any assistance in completing this application, please contact:

Student Services: *South Tyneside College* - 0191 338 8158 *TyneMet College* - 0191 229 5211