

## Emmanuel College Discretionary Bursary Award

All students, depending on their financial circumstances, may apply for a bursary. There are two categories of bursary, the first recognising those students facing personal financial constraints and the second in support of students where household income may restrict educational opportunity.

1. Students who are not living in the parental home, are in care, or are personally in receipt of Income Support, Universal Credit or Disability Living Allowance are eligible for a bursary of £1,200 per annum paid by instalments of £400 at the start of each term. Contact the College with the relevant documentary proof.
2. For those living at home where the household income is such that there are financial barriers to attending Sixth Form, College has a small discretionary fund from which bursaries are awarded. For example, students who are in receipt of free school meals can apply for a bursary. This bursary is aimed at assisting with the cost of school meals, travel expenses, cost of compulsory trips or specialist equipment and so forth. The criteria for receiving one of these bursaries are detailed on the application form overleaf, but consideration is given to other families facing unexpected hardship due to particular circumstances. Priority will be given where a Tax Credit Award Notice shows a household income of £16,900 but individual cases will be considered above this.

Support for curriculum and extra-curricular visits will be made on a case-by-case basis. Note that in certain cases we may not be in a position to provide bursary support for more than one residential visit.

If you believe you may qualify for a discretionary award, then you and your son or daughter need to complete the attached application and return it in confidence to Miss J Thompson (Sixth Form Pastoral Lead) who will make the initial assessment. Please note that bursary payments are paid termly in arrears. Receipts for expenses are to be submitted during the term and payment will be made at the end of each term. It is important to note that continued receipt of the bursary award is conditional upon a student meeting the terms of the signed Learning Agreement.

**The full Discretionary Bursary Award Policy is available by contacting Mrs Whiteley at Emmanuel College.**

**Please retain your uniform receipts if you intend to include this expenditure in any claim from the Discretionary Award bursary.**

Please [click here](#) to download an application form. The size of bursaries will depend on the number of people applying for our fixed sum; you must return your application by 30 September each year

