

Weymouth College Discretionary Support Fund 2024 -2025

In order to avoid delay please complete all relevant sections of the form. Return your completed application with the income evidence required to Student Finance, Student Services, Weymouth College, Cranford Avenue, Weymouth, DT4 7LQ. Tel: 01305 764807 or email to collegebursaries@weymouth.ac.uk



Personal and Contact Details – To be completed and signed by the enrolling student										
Full Name				Student ID Number						
Date of Birth				Age on 31st Aug 2024						
Address				Postcode						
				Mobile No						
Email				Home Tel. No						
Household details & residential status										
Who do you live with?						Alone				
Parents						Shared Housing				
Legal Guardians						Spouse / Partner				
Other please specify										
Residential status (Please tick)										
I am a British Citizen (I was born in the UK and have been living in the UK for 3 or more years)										
I was born outside the UK (please provide your passport or Home Office documents)										
Course details for academic year 2024 /2025										
Name and level of your course.										
Have you taken out 19+ Adult Learner Loan? Level 3 and above ?										
Days in college	Monday		Tuesday		Wednesday		Thursday		Friday	
Course Expenses (books, equipment, trips, overalls, other resources) Please see guidance booklet.										
College Meals (if eligible and only whilst timetabled at college)				Number of days						
Travel Costs - (how do you travel- bus, other) <i>Petrol costs, cannot be claimed, unless in extenuating circumstances.</i>				£ per day		Receipt		Yes/No		
Books & equipment, uniform, steel toe caps				£		Receipt		Yes/No		
Trips/Educational visits				£		Receipt		Yes/No		
Other, please specify				£		Receipt		Yes/No		
Total £				£						
Household income										
Please provide information and evidence on all household income including spouse/partner and all benefits that you are in receipt of. Applications will NOT be processed without suppling household income evidence.										
Working and or Tax Credit & Child Tax credit Full award Notice and (all pages) TC602 or TC603										
Income from employment/ self-employment – Previous year's tax (gross) Annual Tax Summary or SA302										
Proof of JSA- Most recent letter issued within the last 3 months for benefits received.										
Proof of ESA - Most recent letter issued within the last 3 months for benefits received.										
Proof of Universal Credit -PIP, Most recent letter issued within the last 3 months for benefits received.										
Other please specify.....and provide evidence.										
Your Bank Account Details - For refunds if eligible and applicable										
Bank Name				Name of Account Holder						
Sort Code				Account No						

Childcare Expenses- Age 20+ Only Under 20 please refer to www.gov.uk/care-to-learn									
Name of Child			Date of Birth			Cost per child-per week			
						£			
						£			
						£			
Childcare Provider Setting Name						OFSTED registration No			
Childcare Managers name		Address		Town		Post Code		Contact NO	
Sessions – Please tick								Total Weekly Cost	
Monday		Tuesday		Wednesday		Thursday		Friday	
AM	PM	AM	PM	AM	PM	AM	PM	AM	PM

Terms and Conditions

- Funding applications are individually assessed. Funds are not **guaranteed or an entitlement**, however, they will be distributed fairly to assist as many students as possible.
- Funding is offered on a first come first served basis and on the availability of funds and allocated at the colleges discretion to assist students experiencing financial hardship. **All** awarded funds **are** subject to behaviour, conduct and a minimum attendance of **90%**
- Students should be aware that any payments from the bursary *may* affect their entitlement to other benefits therefore it is your responsibility to declare any funds received from discretionary support to the appropriate agency.
- Financial support will be reduced, suspended, or stopped for **unreasonable behavior or conduct**. If a student withdraws from a course, the college reserves the right to request all monies paid to them and or equipment purchased by the college to be **returned**.
- Students are required to inform us of any change in circumstances throughout the academic year.
- Any item funded by the college – **remains college property, please speak with a member of the student services team.**

Please note: If you should lose, any item awarded you will be expected to pay for a replacement at your own cost.

Additional terms and conditions where applicable (Childcare)

- All Childcare providers must be **OFSTED** registered.
- All eligible students will be expected to contribute to the cost of their childcare provision.**
- If you also require Kit etc. **See further information booklet.**
- All payment contribution will be made directly to the childcare provider by BACS each month on receipt of an invoice
- Retainer and holiday cover costs cannot be claimed for.**
- Extra meals, late charges or extra days are not covered and must be paid in full to your childcare provider.
- You must use any government early learning childcare funding entitlement **first before** applying for funding.
- For consistent absences, childcare funding will be withdrawn and you will be liable for any outstanding fees.**
- You are responsible for your childcare funding** until your application has been assessed; this may take up to 4 weeks, any relevant refunds will be made accordingly if your application is approved.
- Please advise your provider you have applied for funding from the College.**

If you are required to give 1 month's written notice prior to leaving/finishing your course, please adhere to this as your childcare contract is between YOU and the Childcare Provider NOT the College and the provider.

Notes

Student Signature		Date	
-------------------	--	------	--