



Bursary 16 - 19

16-19 Bursary Fund

What is the 16-19 Bursary Fund?

The 16-19 Bursary Fund is a government-funded scheme intended to help and support those young people who face financial barriers to continuing their education or training after the age of 16.

The bursary is intended to enable a learner to continue in education and should not be viewed as an incentive to attract young people into learning or to a particular institution. Bursary awards will be used towards essential course-related expenses and other costs associated with living and learning. Individual schools and colleges are free to establish their assessment criteria within broad guidelines set out by the government. Schools and colleges receive a fixed sum of money each year to allocate to students, which can mean that the amount of financial support an individual student receives may vary from year to year depending on the number of qualifying applications that are received.

As mentioned above, the 16-19 Bursary Fund is intended to assist students in meeting the costs associated with attending Post 16 and cannot be used to fund general living expenses. You may request assistance with any of the following:

- Personal protective equipment (PPE), where required and not supplied by the provider.
- Transport costs between home and sixth form.
- Meals in the school cafeteria – to the value of a free school meal (if eligible for free school meals, then no additional funding is necessary).
- The cost of stationery, printing, books, or other materials.
- The cost of visits, field trips etc. which form an essential part of your course (subject to funds available).
- DBS checks necessary for those completing some work placements.
- The costs for a student to travel to university open day visits or interviews for other destinations. We may be able to aid other costs related to your studies that are not included in the list above.

Where can I get more information?

Further information on the bursary scheme is available on the Gov UK website: <https://www.gov.uk/1619-bursary-fund>.

Who is eligible for the bursary scheme?

The 16 to 19 bursary scheme offers three types of potential funding for eligible students. You can only apply for one type, depending on your personal circumstances.

The Vulnerable Bursary

To be eligible for the vulnerable bursary you must meet all four of the following conditions:

1. be starting Year 12, 13 or 14 in September 2025
2. be aged between 16 and 19 on 31 August 2025
3. be enrolled on a full programme of study within Post16
4. belong to one of the following groups:
 - be in care; or
 - care leaver
 - o a young person aged 16 and 17 who was previously looked after for a period of 13 weeks consecutively (or periods amounting to 13 weeks), which began after the age of 14 and ended after the age of 16; or
 - o a young person aged 18 or above who was looked after prior to becoming 18 for a period of 13 weeks consecutively (or periods amounting to 13 weeks), which began after the age of 14 and ended after the age of 16; or
 - be receiving income support, or Universal Credit because you are financially supporting yourself or financially supporting yourself and someone who is dependent on you and living with you such as a child or partner; or
 - be receiving Disability Living Allowance or Personal Independence Payments in your own right as well as Employment and Support Allowance or Universal Credit in your own right

The Discretionary Bursary

To be eligible for the discretionary bursary you must meet the following conditions:

1. be starting Year 12, 13 or 14 in September 2025
2. be aged between 16 and 18 on 31 August 2025
3. be enrolled on a full time programme of study within Post 16
4. **Priority 1**-live in a household with an annual income below £16, 190 before tax and national insurance or be eligible for free school meals.
or
5. **Priority 2**- all students who are not already classified as Priority 1, who have a household income below £30,000 before tax and national insurance.

NOTE

A deduction to the household income of **£1750 per additional dependent under the age of 18** in the household (i.e. siblings) can be applied. E.g. a student from a household with a total income of £33,000 with two siblings would be eligible for category B, as this would reduce the assessed income to £29,500.

What evidence do I need to supply?

You must provide evidence of all household income. Proof of current earnings or the following benefits (dated within the last 3 months) is acceptable:

- Carers Allowance
- Child Benefit
- Child Support/Maintenance
- Child Tax Credit
- Council Tax Benefit Disability Living Allowance (this will not be included in our assessment)
- Employment Support Allowance Grants or Bursaries
- Housing Benefit
- Incapacity Benefit
- Income Support

- Job Seekers Allowance
- Monthly salary slips (x3 most recent)
- Personal Independence Payment
- Support under part VI of the Immigration & Asylum Act
- Universal Credit (3 most recent statements plus Award Notice) • Weekly wage slips (x4 most recent)
- Working Tax Credit
- Any other income from personal pensions, pension credits, investments.

How do I apply for the bursary scheme?

You can apply at any time after enrolling with us in September 2025 and we encourage early applications; applications can be submitted throughout the academic year. You should complete the online application form which will be available on the academy website.

For all categories of bursary, a financial assessment form is required, this forms part of the online application.

Where a learner considers that they are a category A learner (i.e., vulnerable group bursary), appropriate evidence must be supplied. Please provide this to the Post 16 office or via post16@swintonacademy.org. For learners applying for a bursary under category B (i.e. discretionary bursary), an online application for the 16-19 Bursary Fund must be completed stating the nature of financial assistance needed. The application process for all discretionary elements will assess financial status initially and evidence must be supplied. If the student meets the financial criteria, then their specific support request will be considered.

What if my financial or living circumstances change?

If you have a change of personal circumstances such as a change of address or household income, you must let us know immediately.

If you change your bank details, you must also let us know immediately by coming to the Post 16 office or email post16@swintonacademy.org

If you leave school before completing your course, you will no longer be eligible to receive bursary support.