# Bursary for Defined Vulnerable Groups Application Form

Guidance for the Camphill Wakefield Discretionary Bursary Fund, including eligibility criteria, can be found on our website. We encourage all learners applying for the bursary to check these criteria prior to submitting their application. There are two types of bursary, discretionary and defined vulnerable groups, please check the eligibility criteria to ensure you are applying to the correct bursary.

Learners who meet the criteria are not automatically entitled to a bursary if they do not have financial needs and/or their financial needs are covered from other sources. The bursary funding may be linked to terms and conditions agreed by the learner (for example, attendance, behaviour, receipts of purchases). These bursaries are intended to support learners to participate in their study programme.

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| **Learner Details** |
| Forename: |  | Surname: |  |
| Date of Birth: |  | Age on 31/8/22: |  |
| Have you been a Resident of the UK continuously for the past 3 years? | Yes / No |
| Please provide any additional information regarding residency you may feel is relevant (such as Irish Citizen, EU/EEA Citizen, Leave to Remain, Refugee, Asylum Seeker): |
| Address:Post Code: |  |
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| Contact Phone Number: |  | Contact E-mail: |  |
| Reasons for the application (for example, equipment or travel costs): |  |
| **Bursary for Defined Vulnerable Groups** |
| The bursary for vulnerable groups can award up to £1,200 per year to a learner who meets one or more of the criteria listed below. Learners will be awarded the amount of support they need to participate, based on an assessment of the types of costs they need for their course and **will not automatically** be awarded £1,200.Please indicate which of the following criteria apply and tick the appropriate box. |
|  | **I, the learner, am in care/classed as a ‘Looked after Child’ by the Local Authority.**Please provide a letter from the Local Authority (for example, a social worker) to confirm this. |
|  | **I, the learner, have been in care and I am now classed as a ‘Care Leaver’.**Please provide a letter from the Local Authority (for example, a social worker) to confirm this. |
|  | **I, the learner, receive Income Support (or Universal Credit (UC)) in my own name.**Please provide an award notice and copy of a letter from the Job centre, dated within the last 3 months. If UC, please also provide relevant documentation supporting the UC award (such as tenancy agreement in your name, child benefit receipt, children’s’ birth certificate(s), utility bills). Your UC Work Coach or Benefit Office can also assist in providing evidence. |
|  | **I, the learner, receive BOTH Universal Credit (UC) and Disability Living Allowance (DLA) or Personal Independence Payment (PIP) in my own name.**Please provide evidence of these showing amounts paid over the past 3 months. |
| Please provide an estimate of your annual income:  |

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| **Bank Details** |
| If we need to pay support directly to you, we will normally pay you by BACS directly into your bank account. If you do not have a bank account, and would like information about opening a bank account please speak to the IAGT team for more advice on 01623 499111. |
| Account Holder Name: |  |
| Name of Bank/Building Society: |  |
| Account Number: |  |  |  |  |  |  |  |  |
| Sort Code: |  |  |  |  |  |  |

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| * **I can confirm the information and evidence I have provided is correct and complete to the best of my knowledge as of the date below.**
* **I am aware that giving false or incomplete information that leads to incorrect/overpayment may result in future payments being stopped and any incorrectly paid funds being recovered.**
* **It is my responsibility to immediately inform Camphill Wakefield of any changes to my financial circumstances that may affect my application.**
* **I/we understand that books and equipment, purchased with bursary funding, will remain the property of Camphill Wakefield and will be returned on leaving/completion of my education programme.**
* **I can confirm that I consider myself/my child to be in financial need.**
* **I understand that this form does not guarantee entitlement to the bursary.**
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| **Signed (by Learner):** |  | **Date:** |  |
| **Signed (by Parent/Guardian if applicable):** |  | **Date:** |  |

Please return by e-mail, with evidence attached, to info@camphill.ac.uk

**or**

Post along with photocopies or evidence, to: Bursary Panel, Camphill Wakefield, Wood Lane, Chapelthorpe, Wakefield, WF6 3JL.

All evidence of income provided will be secured and retained for a period of 6 years to comply with Education & Skills Funding Agency guidance. This can be found on the GOV.UK website (<https://www.gov.uk/government/publications/16-to-19-bursary-fund-guide-2022-to-2023-academic-year/16-to-19-bursary-fund-guide-2022-to-2023-academic-year>).