

## **16-19 Bursary Fund Guide**

The 16-19 Bursary is an award made to students by schools and colleges to help overcome the individual barriers to participation a student faces. It is to help with the cost of transport, meals, books and special equipment. The funding for bursaries is given to schools and colleges for them to give out, they are not council funds.

There are two types of 16-19 bursary available for post 16 students; vulnerable bursaries and discretionary bursaries.

### **Discretionary bursary**

In Sheffield, schools and colleges use household income in some way to assess the amount of support they award to a student, this is because the discretionary bursary is targeted at those students who most need financial help.

It is for individual schools/colleges to decide which students receive a discretionary bursary and how much they receive, depending on each student's circumstances. Most schools in Sheffield require students to maintain a level of attendance and behavior in order for them to qualify for the bursary.

Although some schools administer their bursary fund through Sheffield City Council, others administer it themselves. In the first instance all students who wish to apply for the bursary need to contact their school or college.

### **Who qualifies for the Discretionary Bursary in Sheffield?**

The qualifying criteria is a household income of £16,190 or below.

### **Vulnerable student Bursary**

The vulnerable student bursary is up to £1200. To be eligible for the vulnerable bursary, students must be in one of the defined vulnerable groups:

- in care/ care leaver
- in receipt of Income Support, or Universal Credit in place of Income Support, in their own right
- in receipt of Employment and Support Allowance or Universal Credit **and** Disability Living or Personal Independence Payments in their own right

### **How to apply for the Bursary?**

Whichever school or college that your child attends within Sheffield, there is a process of application in order to receive the bursary. Students will need to speak to their head of 6<sup>th</sup> form or Student Services in order to get an application form. For students attending the Sheffield College this is called the Learner Support fund, applications must be made at Student Services at the campus that the student attends. Schools and The Sheffield College also have further details of this on their websites.

Further details of the bursary can be found at <https://www.gov.uk/guidance/16-to-19-bursary-fund-guide-for-2016-to-2017>

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