

**Date 01/07/2024**

Dear Parents/Carers,

**16 to 19 Bursaries for the academic year 2024 to 2025**

I am writing to tell you about a Bursary Fund that it may be possible for the College to access on behalf of your child.

The Government has set specific rules around applications for a 16 to 19 bursary. Please consider the following to see if you and your child can apply:

* your child must be over 16, but under 19 on 31 August 2024  
    
  or
* 19 and over and have an Education, Health and Care Plan EHCP
* 19 and over and are continuing on a study programme they began aged 16 to 18 (19+ continuers)

There are two types of 16-19 bursary:

* a bursary for students in vulnerable groups
* a discretionary bursary

If your child is 19, they can only apply for a for a discretionary bursary.

**Bursary for students in vulnerable groups**

Your child can apply for this bursary if at least one of the following applies:

* in care
* care leavers
* receiving Income Support (IS), or Universal Credit (UC) because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them, such as a child or partner
* receiving Disability Living Allowance (DLA) or Personal Independence Payments (PIP) in their own right as well as Employment and Support Allowance (ESA) **or UC in their own right**

This bursary is allocated by the Student Bursary Support Fund and Pinc College will make the application on behalf of students once it has confirmed their eligibility for the fund. Wherever possible, payments will be made in-kind rather than in cash.

**Discretionary Bursaries**

Your child may be able to apply for this bursary if;

* your total household income does not exceed £30,000   
  (you will need to send evidence of this with your application form)

Please note that even though a young person may pass the eligibility criteria, they may not receive an award because their financial costs are already being met by other sources. Or a reduced award could be made because the financial help they need is limited. For example, a student may be in the care of a local authority that is covering the costs of their education in full. Or travel costs are being met by a student’s local authority.

The bursary fund is intended to help students with the essential costs of participating in their study programme. Help with the cost of essential books or equipment or with the cost of travelling to College, for example. The bursary fund is not intended to support costs not related to education (living costs), extra-curricular activities or provide learning support – services that institutions give to students – such as counselling, mentoring or extra tutoring.

If you believe you are eligible for this funding, please request an application form from the College or you can download one from our website.

Email: connect@pinccollege.co.uk

There is also a guide for students which can be found on the government’s website as follows: <https://www.gov.uk/1619-bursary-fund>

**All applications and full supporting evidence must be submitted to the College by 31 October 2024. Please note that our policy is to maintain strict confidentiality in the review and storage of these documents.**

A panel will consider applications in November and contact the Student Bursary Support Fund, where appropriate. We will let you know the outcome shortly after this date, so we can begin any approved purchases for your child as soon as possible.

Should you wish to discuss how the bursary fund can help your child or need help with completing any part of the bursary application form, please contact the College

Yours sincerely,

Ben Swallow

Chief Finance and Operations Officer