**PINC COLLEGE**

**16 to 19 BURSARY FUND**



**ACADEMIC YEAR 2024- 2025**

**Overview**  
  
The 16 to 19 Bursary Fund provides financial support to help students overcome the specific financial barriers to participation they face so they can remain in education.

There are 2 types of 16 to 19 bursaries:

* bursaries for defined vulnerable groups.
* discretionary bursaries which institutions award using policies they set, in line with the Education and Skills Funding Agency’s rules.

Bursary funding is to help eligible students with costs such as travel to and from school or college, to buy essential books, equipment, or specialist clothing (such as protective overalls, for example) that are required for their study programme. These are items the student would otherwise need to pay for to participate.

**Eligibility Criteria**

A student must be aged 16 or over but under 19 on 31 August 2024 to be eligible for help from the bursary fund in the 2024 to 2025 academic year, with the following exceptions for those aged 19 to 24:

* students aged 19 or over are eligible to receive a discretionary bursary if they are continuing on a study programme they began aged 16 to 18 (19+ continuers) or
* have an education, health, and care (EHC) plan

**Defined Vulnerable Groups Bursary Fund**

Is for students who are aged 16 or over but under 19 on 31 August 2024. Applications can be made if students are:

* 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

UC has now fully rolled out and so young people aged 16 to 18 will no longer be in receipt of the other benefits listed above.   
  
The vulnerable groups 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.

**Assessment**

Following receipt of your application form Pinc College will verify the evidence and confirm eligibility. We will then assess the actual amount of financial support you need to participate.

Some students may meet the eligibility criteria, but their financial needs are already being met, for example by their local authority, or they have no relevant costs and do not need the award.

If Pinc College considers that an award should be made, we will submit a claim to the Student Bursary Support Service on your behalf.

If you are successful in receiving bursary funding it does not affect receipt of other means-tested benefits paid to families, such as Income Support, Jobseeker’s Allowance, Child Benefit, Working Tax Credit, Housing Benefit or, generally, Universal Credit

**Discretionary Bursary Fund**

This is a small allocation, made each year, directly to Pinc College by the Education and Skills Funding Agency (ESFA) for students aged 16 to 24 using the same eligibility criteria for those over 19 as set out for Vulnerable Groups above .

All decisions about which students receive a discretionary bursary, and how much they receive, will be based on each student’s individual circumstances and their actual financial need. These will vary from student to student, depending on, for example, their household income, the distance they need to travel to the institution and the requirements of their study programme.  
  
We will need to look at information that sets out your household income. We have set a threshold of £30,000 to be eligible for a discretionary bursary. This means that the total family household income must not exceed this amount.

Usually, the ESFA requires the College to carry out an annual financial eligibility check. However, if you enrolled with Pinc College in 2023-24 and applied for a bursary, and you are continuing your education in 2024-25, we are allowed to exercise discretion on carrying out these checks again if your household circumstances remain unchanged. We will, however, require you to sign a declaration to confirm there are no changes.

If you are successful in receiving bursary funding it does not affect receipt of other means-tested benefits paid to families, such as Income Support, Jobseeker’s Allowance, Child Benefit, Working Tax Credit, Housing Benefit or, generally, Universal Credit.

**Support Costs**

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.

Even though a student 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.

**Purchases**

Wherever possible, Pinc College will purchase items such as books, educational equipment, laptops, tablets, protective art wear and transport, including travel passes and taxi fares in-kind.

* **books and equipment such as a laptop and iPad, together with protective art wear, will remain the ownership of Pinc College and must be returned on leaving/completion of a study programme**

**Confidentiality**

Please note that our policy is to maintain strict confidentiality in the review and storage of any information that is held.

**Application Process**

You can request that an application form is posted to you or collect one from the College. We can help if you require any further information or have questions about how to complete your application.

Completed application forms, and supporting information, are considered by a panel to ensure that funds are allocated for those students who genuinely need them. A bursary will only be paid if attendance and behaviour meet our required standards.

Email: [connect@pinccollege.co.uk](mailto:connect@pinccollege.co.uk)

All applications and full supporting evidence must be submitted to the College by Thursday 31 October 2024. **Please note this is a strict deadline and extensions will not be given.**

**The panel will consider applications during November and write to you with the outcome. If the panel’s decision is to award a bursary, it will set out the amount and what it is proposed this will purchase.**

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