

Information for the 16-19 Bursary and Further Education Free Meal 2019/20

The Reigate College 16-19 Bursary Fund is designed to help and support any student who faces financial barriers to participation in education and training, such as costs of transport, food or equipment. **Please note that the terms, eligibility and conditions may change from year-to-year based on government guidelines and the amount of money available.**

Eligibility

To be eligible to receive a bursary in the 2019 to 2020 academic year, students must be under 19 on 31 August 2019, meet the EFA's residency criteria and be enrolled on a non-fee paying full time course at the College. The eligibility criteria can be found at <https://www.gov.uk/guidance/16-to-19-bursary-fund-guide-2019-to-2020-academic-year>.

Vulnerable Bursary

Students who can provide evidence of being in one of the four vulnerable groups listed below (plus the other criteria for age and residency), and who have a financial need, meet the criteria to apply for the Vulnerable Bursary in the region of £1,200 per year.

This will be paid weekly, during term time, directly into the student's bank account (subject to the student meeting the requirements (e.g. attendance) outlined in the 'Conditions' section overleaf).

The four vulnerable groups; students who are:

1. In care
2. Care leavers
3. Receiving Income Support, or Universal Credit 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
4. Receiving Disability Living Allowance or Personal Independence Payments in their own right **as well as** Employment and Support Allowance or Universal Credit in their own right

Students in receipt of the Vulnerable Bursary may, depending upon needs, circumstances and funds available, be further financially supported in the following ways:

- Essential course equipment (e.g. Art materials)
- Subsidy of some compulsory trips (subject to the student meeting the requirements (e.g. attendance) outlined in the 'Conditions' section overleaf).
- Free main College meal

Further Education Free Meal

Students are eligible for a free main College meal if they or their parents, can provide evidence of being in receipt of one or more of the following benefits:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance (ESA)
- Support under part VI of the Immigration and Asylum Act 1999
- The guarantee element of State Pension Credit
- Child Tax Credit (provided they are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs (HMRC))
- Working Tax Credit run-on – paid for four weeks after someone stops qualifying for Working Tax Credit
- Universal Credit with net earnings not exceeding the equivalent of £7,400 p/a

Students who are eligible for a free College meal will be allocated a credit of £3.00 per day to cover the cost of a substantial main meal, using their College ID Card, in the College Refectory. Money allocated cannot be accumulated and non-expenditure on a particular day will not be carried forward.

Discretionary Bursary

Students who meet the criteria for a free meal in further education will also qualify for a Discretionary Bursary.

Students who reside in a household which has a taxable income of less than £25,000 for the most recent tax year (evidenced through the production of P60, Working Tax Credit Award Certificate, Self-Assessment Tax Calculation Form or Universal Credit form or bank statements dated within the last 3 months) may also apply for the Discretionary Bursary.

A Discretionary Bursary is dependent upon individual circumstances and the funding available. The Discretionary Bursary may (depending upon needs, circumstances and funds available) be used in the following ways:

- Essential course equipment (e.g. Art materials)
- Subsidy of some compulsory trips (subject to the student meeting requirements (e.g. attendance) outlined in the 'Conditions' section below).

Students whose journey to College is more than two miles will receive a payment made directly to the student's bank account to **subsidise** transport costs, paid in advance, every half term. The exact payment is based on the distance travelled to College and subject to the student meeting requirements (e.g. attendance) outlined in the 'Conditions' section below.

The College cannot say in advance how much money will be paid per student through the Discretionary Bursary, as the amount of funding will be divided by the number of successful applications. Where a payment is possible, the amount may vary during the academic year and is likely to vary from one academic year to the next. We advise all prospective students to research the costs of transport to College, as Discretionary Bursary payments will not cover the full costs of travel. For more information about student bus and train fare cards please visit the College [website](#).

Conditions

All Bursary payments are subject to the student meeting the College's expectations for attendance, behaviour and effort; as evidenced by Interim Report data.

Bursary students are not required to pay the £75 College Deposit. However, if books and equipment are not returned or are damaged this amount will be deducted from the Bursary payment.

Application Form

Please [download an application form](#) from our website.

Please return the completed form, with the supporting evidence, to our Bursary Officer, Sandra Leach, in Student Services or post to *16-19 Bursary, Student Services Office, Reigate College, Castlefield Road, Reigate, Surrey RH2 OSD*.

The initial closing date for applications is **Friday 20 September 2019**. If you find out you may be eligible after this date please do not hesitate to contact our Bursary Officer, Sandra Leach, in Student Services; in these instances Bursary payments will not be back-dated before the application date.

Additional Help & Enquiries

Students who are not automatically eligible for the Bursary can apply for financial help in exceptional circumstances.

For all financial support and Bursary enquiries please contact our Bursary Officer, Sandra Leach, in Student Services

Telephone: 01737 221118 (Ext.421)

Email: sandra.Leach@reigate.ac.uk