

LIPA SIXTH FORM COLLEGE

2022/23

LIPA Sixth Form Bursary Information Booklet

LIPA Sixth Form College (LSFC) is committed to ensuring that all students are able to participate in college life as fully as possible.

LSFC provides the following bursaries to our students:

- 1. Income-Assessed Bursary**
- 2. Guaranteed Bursary**
- 3. Free School Meals**

Details and criteria for the different bursaries can be found in this booklet.

Application forms for the bursaries can be found on our website.

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Frequently asked questions (FAQs)

1. When do I apply for bursaries and Free School Meals?

The deadline for applications is Friday 26th August 2022. Please note, failure to submit completed application forms and supporting financial evidence by 27th August 2022 may result in a delay in the payment of the first instalment of the bursary.

Y12 students

Please check the criteria for each of the bursaries. If you think you meet the criteria for one or more of the bursaries, please complete an application – see the guidance below for how to do this.

Y13 students who received bursary in Y12

If you are now in Y13 and received bursary when you were in Y12, you will automatically receive bursary in Y13. You **do not** need to apply again.

Y13 students whose circumstances have changed since Y12

Please check the criteria for each of the bursaries. If you are now in Y13 and your circumstances have changed since Y12 (for example, if your household income has been impacted by Covid-19), you may now qualify for bursary. If this is the case, please submit a bursary application by the Friday 26th August 2022 deadline.

2. *How do I apply?*

Complete an online application and send full copies of supporting documentation, to bursary@lipasixthformcollege.org

The evidence can be scanned or photographed copies of supporting financial evidence to: bursary@lipasixthformcollege.org

Please make clear in any emails the full name of the student.

Please note, if your application form is not completed, or if relevant evidence is missing, your application will be returned to you and will not be assessed.

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3. *How do I find out the outcome of my application?*

You will be sent an email from our administration team explaining the outcome of your application.

4. *When will I receive my bursary?*

Bursary payments are made directly into students' bank accounts three times a year.

Payment 1 no later than: 28th October 2022

Payment 2 no later than 20th January 2023

Payment 3 no later than 28th April 2023

Please note, payments are subject to high attendance levels in college.

5. *What if my circumstances change during the academic year? Will I be able to claim bursary?*

If your circumstances change and you find that you meet any of the criteria for any of the bursaries, please complete and submit a new bursary form as soon as possible. This application will be processed and if you qualify, you will be paid bursary from the next instalment date.

Please note that to qualify for the Income-Assessed Bursary, you will need to provide evidence of your household income falling below the £25,000 at any point from 5th April 2022 onwards.

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1. The Income-Assessed Bursary

This is an income-assessed bursary allocated to students who meet the relevant criteria, shown below:

- Students will receive **three bursary payments throughout the year** to support with the cost of travel, equipment and resources.
- Students who qualify for this bursary **will receive £100 on the first payment date.**
- Please note, the amount payable for the second and third bursary instalments will be dependent on the total number of students receiving the Income-Assessed Bursary.

Criteria for the Income-Assessed Bursary

If total annual household income is **£25,000 or below**, you will be entitled to receive the Income-Assessed Bursary. This bursary is also available to eligible students whose families receive the following:

- Universal Credit (We may request evidence of your company registration or tax return form)
- Income support
- Income based Job Seekers Allowance
- Income related Employment Support Allowance (May be received in conjunction with Disability Allowance)
- Personal Independence Payment
- The guarantee element of State Pension Credit
- Support under part 6 of the Immigration and Asylum Act 1999
- Self-Employed earnings
- Child Tax Credit (Provided you are not entitled to Working Tax Credit and have an annual income of not more than the threshold for eligibility*. Please provide full tax credit notification as at April 19 with the application.)
- Working Tax Credit run-on (Paid for 4 weeks after you stop qualifying for WTC).

** For 2022-23 the annual household threshold should not exceed £25,000 to be eligible for the income-assessed bursary.*

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2. Guaranteed Bursary

Students qualify for this bursary if they:

- are in local authority care (also known as 'looked after')
- are a care leaver*
- get Income Support or Universal Credit in their own name
- get Disability Living Allowance (DLA) in their own name and either Employment and Support Allowance (ESA) or Universal Credit
- get Personal Independence Payment (PIP) in their own name and either ESA or Universal Credit
- Students will receive **£400 three times per year to support with the cost of equipment and resources.**

*A 'care leaver' is defined as:

- a young person aged 16 and 17 who was previously looked after for a period of 13 weeks consecutively (or periods amounting to 13 weeks), which began after the age of 14 and ended after the age of 16; or
- a young person aged 18 or above who was looked after prior to becoming 18 for a period of 13 weeks consecutively (or periods amounting to 13 weeks), which began after the age of 14 and ended after the age of 16

3. Free School Meals Allocation

Students who are entitled to Free School Meals usually get these from the college canteen. Please note that due to Covid-19, instead of receiving meals, students will be paid the money for their meals into their bank account as soon as possible in September but can only do this with accurate bank detail information.

Free school meals are provided for those students who receive, or whose parents receive, one or more of the following:

- Universal Credit with net earnings not exceeding the equivalent of £7,400 per year
- 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))

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- Working Tax Credit run-on – paid for 4 weeks after someone stops qualifying for Working Tax Credit

Students who have an Educational Health & Care Plan (EHCP) also qualify for free school meals

Please check carefully that name, bank and sort code are accurate on your form in order that we can ensure you can be paid any Free School Meal or bursary entitlement as soon as possible. We will aim to make Free School Meal payments as soon as possible after you start college in September but can only do this with accurate bank detail information.