



Montsaye Academy

EFA 16-19 Bursary Fund

Application Form 26-27

Introductory statement

Montsaye Academy is an 11-18 school in North Northamptonshire. The school is a co-educational secondary academy and is part of United Learning¹.

This policy has been reviewed in June 2026

¹ United Learning is a multi-academy trust. For more information about the trust visit www.unitedlearning.org.uk

Section 1: Details of Applicant	
Full name	Date of Birth
Address	
Post Code	Phone
Email	
Section 2: Details of Provider and Course	
Name of Post 16 Provider	Montsaye Academy
Address of Post 16 Provider	Greening Road Rothwell Kettering NN14 6BB
Details of course (Enter your subjects)	
Please advise the number of dependent children in the household	

Section 3: Bursary Criteria		
To qualify you must be aged over 16 and under 19 on the 31 st August 2027. You must meet the residency criteria. The bursary is paid to enable you to attend sixth form with us and will only be paid if your attendance and behaviour meet the required standard. See Appendix 1 of the policy.		
3.1 Discretionary Bursary Criteria		
Household Income		
Banding	Income	Tick
1 Less than £25,000		
2 Between £25,000 and £35,000		

Supporting Evidence	
Please tick one of the following to show what type of evidence you have attached. Note that students in receipt of free school meals may qualify for the bursary, but we must receive other documents as well to more accurately judge the right payment band. If you cannot provide evidence, then we cannot process your application for bursary payments.	
Evidence Source	Tick
P60 (most recent)	
Universal Credit Award Letter or Monthly Award Notice x 3	
Self Employed Earnings (official tax return)	
Wage Slips x 3 most recent	
Another benefit / pension (award letter)	
Free School Meals: students in receipt of free school meals may qualify for the bursary, but we must receive other documents as well to more accurately judge the right payment band	

3.2 Vulnerable Bursary

To qualify you must fall into one of the categories below and produce the required evidence as stated.

Care leaver or currently looked after in care (<i>evidence required – letter from Local Authority</i>)	
In receipt of Income Support or Universal Credit (<i>evidence required – income Support or Universal Credit Statement Letter</i>)	
Disabled student in receipt of both Employment Support Allowance and Disability Living Allowance/ Personal Independence Payments (<i>evidence required – financial statement showing both ESA and DLA/PIP</i>)	

Section 4: How will the funds be used

Please provide details of how the bursary funds, if awarded, will be used and the estimated cost. Estimated costs will help us to ensure funds are spent appropriately and will not necessarily affect the level of payment

Item	Details	Estimated Costs
Books / Equipment		£
Field Trips		£
Travel to school		£
University Visits		£
Clothing / uniform items		£
School meals		£
UCAS costs		£
Other		£

Section 5: Extenuating Circumstances

If there are any extenuating circumstances within your household that have not been covered but you would like us to consider as part of this application, please provide them here:

Section 6: Payment Details

Payments can only be made to accounts in the name of the student making this application.
Payments will not be made into another persons' bank account.

Account holder name:

Bank / Building Society name:

Sort Code:

Account Number:

Student Email Address:

Section 7: Learner and Parent Declaration

Your application will not be assessed unless you sign and date this declaration.

- I declare that the information on this form is true and accurate to the best of my knowledge.
- I have made this claim for a Bursary award, fully aware that any false statements can lead to withdrawal/refusal of any financial support.
- I understand that if I refuse to provide information which may be relevant to my claim, the application will not be accepted.
- I understand that monies I receive under the Bursary Scheme will be paid on condition of standards of attendance and behaviour.
- The bank account details provided must be in the name of the student.
- I will attend regularly and complete the course for which my bursary is supporting me.
- If changes to my household financial circumstances occur, I will notify my provider immediately.
- I will notify my provider if I change my bank or building society details.
- I understand that if I leave Montsaye Academy, my financial support will stop.
- I understand that I do not have an automatic entitlement to Bursary payments, and I understand I have the right to appeal if I disagree with the outcome of my application.
- This appeal should be made to my provider, but if I feel I have not been treated fairly, I can follow the complaints procedure.
- I understand that this application process will be repeated each year of study.
- I confirm I have read the information provided and I agree to the conditions of the application.

Applicant signature:

Date:

Parent/Carer Signature:

Date:

For Office use only

Date application received:

Date application reviewed:

Bursary Awarded: Yes/No

Reason for acceptance or decline of award:

Level of support: Band 1 / Band 2 / Vulnerable student

Type of evidence provided (copies attached):

Letter sent to parent and student: