

Students who are aged 19+ studying on an FE program and have an Education, Health and Care Plan (EHCP) are eligible to apply for the **16-18 Bursary and Free Meals in college** where they meet the additional criteria

You are **NOT eligible** for funding if –

- you are studying on a waged Apprenticeship or Higher Education course
- you have been released on temporary license from prison or young offender institution
- you are receiving support through Additional Learning Support for the same purpose.

## **16-18 Bursary**

**Please Note:** this fund is limited and therefore **NO GUARANTEE** of funding can be made.

You are eligible to apply if one of the following statements applies to you

- You or your parents/guardians are in receipt of one or more of the following benefits:
  - Income Support
  - Universal Credit with net earnings not exceeding the equivalent of £7,400 per annum (after tax and not including any benefits you get)
  - 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 (but not entitled to Working tax Credit and yearly income does not exceed £16,190 as assessed by HMRC)
  - Working Tax Credit run-on (paid for 4 weeks after you stop qualifying for WTC)

**OR**

You have a total household income of less than £40,000 per annum

**You will be required to provide current evidence of receipt of benefits / household income**

Household income will be calculated using one or more of the following as applicable –

- Tax Credits – all pages of the most recent Tax Credit Award Notice will be required
- Proof of Earnings / Wages / Income Support, Job Seekers Allowance, Employment Support Allowance (Incapacity Benefit) dated within the last 3 months
- Universal Credit – the last 3 months statements in full
- Other income eg Pension, Carers Allowance, Student Loan

Personal Independence Payment and the Disability Element of any Child Tax Credits will NOT be taken into account as part of household income – **please make us aware if this is part of any payment you receive as it is not always evident.**

**If you are eligible you will receive**

- a refund of the 'Our Pass' application fee if you live in the Greater Manchester area and are under the age of 18
- for those not eligible for Our Pass or where the journey to college is quicker by other public transport, a weekly payment towards the cost of travel may be made – subject to approval.
- £4.50 per day towards the cost of food at college pre-loaded each day onto your college ID card to be spent on site
- Minimum 75% contribution to **compulsory costs** eg uniform, equipment and **essential** trips

**Terms and Conditions of Payment for all Bursaries**

- Bursary funds will only be awarded provided the student applies before the closing date for applications (if applicable), meets the application criteria and once they have provided all relevant information / documents requested
- Receipt of any weekly payments for travel will be based on achieving **at least 90% overall attendance each week in all classes** including compulsory Maths and English classes (GCSE or Functional Skills) and work experience placements.
- Attendance less than 90% will result in payments being **adjusted accordingly** based on % weekly attendance. Backdated payments for travel will also be based on overall % attendance at time of processing. It is not possible to backdate funding for meals.

Some payments are made directly into Student Bank Accounts so we advise you ensure you have an account open **before** you apply – **bank account name must match the name in which you are enrolled at college.**

Applications will be available via the Online Application Portal in the Student Support area on the college website from **Thursday 21<sup>st</sup> August 2025** and will be processed in the order that they are received, fully completed with all necessary evidence.