



## ST. FRANCIS OF ASSISI CATHOLIC COLLEGE

### 16-19 Bursary Fund 24/25– Guiding Principles

*“Christ challenges us to see his presence in our neighbour,  
especially the neighbour who suffers or who lacks what is essential to human flourishing”.*

### 16 to 19 Bursary Fund summary

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

There are 2 types of 16 to 19 bursaries:

- a **vulnerable bursary** of up to £1,200 a year for young people in one of the defined vulnerable groups
- **discretionary bursaries** which institutions award to meet individual needs, for example, help with the cost of transport, meals, books and equipment where a household income is less than £30,000 per annum.

Students who want to apply for support from the bursary fund should contact their chosen institution to make an application.

To be eligible for the bursary students must:

- be aged 16 or over but under 19 at 31 August 2023 or
- be aged 19 or over at 31 August 2023 and have an Education, Health and Care Plan (EHCP)
- be aged 19 or over at 31 August 2023 and continuing on a study programme they began aged 16 to 18 ('19+ continuers')
- meet the residency criteria in EFA 2023 to 2024 academic year funding regulations for post-16 provision
- be participating in provision that is subject to inspection by a public body which assures quality (such as Ofsted), the provision must also be either
  - funded directly by EFA or by EFA via a local authority
  - otherwise publicly funded and lead to a qualification (up to and including Level 3) accredited by Ofqual or pursuant to Section 96 or the Learning and Skills Act 2000
  - a 16 to 19 traineeship programme

To be eligible for the **vulnerable bursary**, students must be in one of the defined vulnerable groups:

- in care
- care leavers
- in receipt of Income Support, or Universal Credit in place of Income Support, in their own right
- in receipt of Employment and Support Allowance or Universal Credit and Disability Living or Personal Independence Payments in their own right

To be eligible for the **discretionary bursary**, students must be facing financial barriers to participation and need help to stay in education with a household income of less than £30,000 per annum.

### **Evidence of eligibility**

Institutions must obtain proof that students are eligible for a vulnerable bursary. Institutions should ask for evidence from each student and retain copies for audit purposes. For example:

- for students in receipt of qualifying benefits, a letter from DWP that states the benefit the student is entitled to (they must be entitled to the benefits in their own right). The evidence must confirm that the young person can be in further education or training (some young people in receipt of benefits are not allowed to participate)
- for students who are in care or a care leaver, written confirmation of their current or previous looked-after status from the relevant local authority - this is the local authority that looks after them or provides their leaving care services. The evidence could be a letter or an email but must be clearly from the local authority. Institutions should only submit a vulnerable bursaries funding claim to the SBSS when they have seen and verified appropriate evidence that the student is eligible.