Please ensure that you have read the information below and the accompanying 16-19 Bursary Fund Policy carefully before signing. Bursary awards will only be released on receipt of this contract signed by both student and parent / carer.

***I understand that****;*

1. *Payments will be made in kind, via direct ordering / purchase of goods or reimbursement of funds spent given prior authorisation and that payments will only be authorised for items which are deemed to have a clear educational purpose.*
2. *In order to receive bursary payments I am expected to:*

* *Maintain attendance of at least 95%*
* *Adhere to the Sixth Form Learning Agreement and code of conduct.*

1. *If my circumstances change I must inform the school immediately so that my award can be reviewed.*
2. *It is my responsibility to provide accurate and truthful information to the Bursary committee.*

***I understand that;***

* *failure to adhere to any of the four criteria listed above may result in withholding or withdrawal of bursary payments*
* *I have a right to appeal against any decision made if I feel that the school has made a mistake or not acted in accordance with the 16-19 Bursary Policy*

**Student Name:…………………………………………………………………………………………………………**

**Tutor Group:…………………………………………………………………………………………………………...**

**Signature:……………………………………………………………………………………………………………….**

**Date:……………………………………………………………………………………………………………………….**

**Parent Name:………………………………………………………………………………………………………….**

**Relationship to student:………………………………………………………………………………………….**

**Signature:……………………………………………………………………………………………………………….**

**Date:……………………………………………………………………………………………………………………...**

*For administrative use only:*

*Date received:*

*Received by:*