

Itchen Financial Support – Terms and Conditions

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

Eligibility criteria: all bursaries

1. Age - students must be aged 16 but under 19 on 31.08.2026 except for the following exceptions:
 - Students in receipt of an Education, Health and Care Plan (EHCP).
 - Students aged 19 or over may be eligible for a discretionary bursary if they are continuing a study programme they began aged 16-18.

Students on higher educational courses are NOT eligible for Bursary support.

2. Residency – students must have been ordinarily resident in the UK for 3 years.
3. Accompanied asylum seeking children (i.e. Under 18 with adult) are generally not entitled to public funds, but may be entitled to a Discretionary Bursary where there is a financial need.
4. Unaccompanied asylum-seeking children are the responsibility of the local authority and are eligible for a bursary for vulnerable groups ('in care' group) if they have a financial need.

16-19 Bursary Fund

The 16-19 Bursary is only available for students who are either:

- in care
- care leavers
- receiving Income Support (IS) or Universal Credit (UC)
- students living independently - receiving Disability Living allowance (DLA) or Personal Independence Payments (PIP) in their own right as well as Employment and Support Allowance (ESA) or UC in their own right.

Evidence of eligibility

- 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.
- for students in receipt of UC or IS, a copy of their UC or IS claim/award notice. This must clearly state that the claim is in the student's name/confirm they are entitled to the benefit in their own right and living independently.
- for students living independently receiving UC/ESA and DLA/PIP, a copy of their UC claim from DWP and evidence of receipt of DLA or PIP.

A Full Student Bursary may provide help with:

- Travel to and from college if the student lives more than **two** miles away
- Essential course materials/resources (see online shop for list)
- Essential curriculum college trips
- £5.00 food allowance (in the college shop, this is a daily amount that cannot be rolled over to following day).

Discretionary Bursary

Discretionary bursary awards are based on individual circumstances and actual financial need.

Financial support is available if a household's total income (including benefits) is less than £35,000. Support will be calculated on an individual basis and according to DFE guidelines. Evidence will be required in the form of one of the following:

- Universal Credit (3 months full statements required)
- Income Support (letter evidence required)
- Employment & Support Allowance (ESA) (letter evidence)
- Working Tax Credit (upload all pages of document)
- Support under Part VI of Immigration & Asylum Act 1999 (Government documents)
- Other documents as requested to determine a financial need (e.g. P60).

Students may be eligible for help with:

- Transport costs - should the student live more than **two** miles from college. Should a student live outside of the college bus route, help may be available. Please be aware that a parental payment for transport costs may be required depending upon income.
- Essential course materials and resources
- Essential curriculum college trips
- Free College meals if receiving Universal Credit. This is in the form of a £5.00 daily food allowance in the college shop (which cannot be rolled over to following day).

Extenuating circumstances and appealing against a declined application

To appeal against a declined application, email Sarah Dries, Head of Finance (sdries@itchen.ac.uk). Please state fully your reasons for appeal.

Bursary applications that do not meet the guidelines above may be granted at the discretion of management following further assessment of the applicant's financial need.

Application Declaration

By submitting the application, the student/parent is declaring that the information and evidence provided is correct and complete and that action may be taken if information given is misleading. Any changes in circumstances, which might affect eligibility to financial support must be communicated in a timely manner.

Data submitted online may be held on a computer system, be kept securely for auditable purposes in accordance with GDPR, and may be shared with the Local Authority and national government agencies.

By submitting the application, parents/students agree to comply with all the policies and transport costs associated with the financial support.

Once the application has been assessed, parents/students will receive written confirmation of eligibility. Once enrolled students will be able to apply for resources etc. via a Student IRIS Portal link.

Students must return any textbooks and re-usable resources at the end of the academic year.

Itchen College are able to revoke any support should the student not comply with college code of conduct and attendance policy.

The deadline for applications is 31st July 2026

Please be aware that applications can take up to a month to process in our busy period.

Applications received after this deadline will still be processed but may result in bus passes and other items not being received before the start of the college term.