

# FOUNDATION OF HINCHINGBROOKE SCHOOL

(Registered Charity No. 311848)

## Application for a Bursary Award

Name:

Age:

School/College:

The Trustees of the Foundation of Hinchingsbrooke School award bursaries to young people under the age of 25 (at time of application) who have completed *not less than two years* in full-time education at secondary schools or colleges in the Huntingdon area. The Trustees meet three times a year and, subject to funds being available, make awards to assist with:

- **continuing study** or training, tools and equipment for a profession or trade, excepting that the Trustees do not generally support second degrees nor university tuition fees nor accommodation costs;
- the support of students with **Special Educational Needs**;
- the promotion of **exceptional talent** in students, e.g. music, drama, art, sport;
- **Educational travel**, with the emphasis on 'educational'. The Trustees must be satisfied that the travel is primarily part of your learning process.

The application form asks you about yourself and your family circumstances, the reasons why you need a bursary and how it will contribute to your education. Bursary Funds are limited and the Trustees give precedence to first-time applicants in need whose families find it hard to provide finance for them. It is not likely that all requests will be met, or met in full, and you should therefore show a breakdown of all the costs involved, how much of the total you would need and how you will finance the balance through your own efforts. You should say how you contribute to school/college life and the community.

Acceptance of any award agreed by the Trustees is valid for three months. Payment is made by cheque for credit to your bank or savings account. You should bank the Foundation's cheque as soon as possible and note that no payment will be made for any cheque banked after six months from date of issue. If you are seeking a contribution towards equipment, you will be required to provide a receipt or copy invoice from the company or person supplying the equipment before payment is made by the Foundation. Details of costs with your application speeds up the process and cheques can be issued without further exchanges of letters.

The Trustees require a written application and as school post deliveries are affected by the school holidays and bank holidays you should submit your application well before the deadline.

Applications enclosing two independent references from your school or other place of study or employment should be sent to:

The Clerk to the Foundation, c/o Hinchingsbrooke School, Brampton Road, Huntingdon PE29 3BN

Awards are made three times a year and applications should be submitted by:

**Wednesday 16<sup>th</sup> October 2019**

**Wednesday 5<sup>th</sup> February 2020**

**Wednesday 22<sup>nd</sup> April 2020**

They will then be considered following the closing date and you can expect to receive a letter from the Foundation within one/two weeks of submitting your application.

The Committee decision is final and non-negotiable.

Please state where you heard of the Foundation (please tick and return this with your application form):

Through school / from a friend / from an advertisement in the press /from a poster

**For Office Use Only:**

*References included*

*References to follow*

*Amount requested:*

*Award made:*

*Date:*

Name of applicant:

## Personal details

Home address:

Date of Birth:

Postcode:

Telephone No.  
E-mail address:

Please tell us about your family and family circumstances:

Do you live independently of your parents? Y/N

Do you live with both parents or a single parent?

What is your gross household income per annum?

If you live with one or both parents how many dependent brothers and sisters do you have under the age of 25?

What are their ages?

If you live independently of your parents do you have any dependents?

Give details

Please tell us about your secondary school/college attendance, examinations and subjects currently studied:

Dates

School / College

Relevant Examinations / Courses taken/being taken

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Please tell us about yourself to help us understand why you need this award -

Name of applicant:

## Grant application – To be completed by the applicant only.

Why are you seeking a bursary? How will it help your education? What do you plan to do?

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Give a breakdown of costs involved:

Total costs involved: £

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Are you able to contribute to the costs? If so, how much?

Amount requested: £

**I undertake that any award made will be used for the purpose set out above or will be returned. I confirm that I have attended secondary school or college in Huntingdon for at least two years.**

**Signed:** **Date:**

Please include details of any previous bursary award made to you by the Foundation:

Date	Purpose of bursary	Amount requested	Amount awarded
-			

Name of applicant:

## References

All bursary applications **must** include **two** supporting references; one should be from a Huntingdon school or college or else from a current place of study or work.

Please comment on the need for this bursary, how long you have known the applicant and in what capacity.

Signed:

Name:

Occupation:

Address:

Date:

Tel. No:

Please comment on the need for this bursary, how long you have known the applicant and in what capacity

Signed:

Name:

Occupation:

Address:

Date:

Tel. No: