

16-19 BURSARY FUND CLAIM FORM 2025/2026

*This form should be used for students who have been allocated funding from the 16-19 Bursary Fund.
Claims should be submitted no more than once every half term and **no later than 3 July 2026***

STUDENT NAME: (Please print clearly)

Description (e.g. Fares, stationery, catering)	Amount Claimed	Comments
Total amount claimed		£

I confirm the amounts listed above:

- relate to legitimate expenditure incurred during my studies
- can be verified by a paper or electronic trail, if selected as part of random sample by the Trust external auditors
- may be reclaimed by St Aidan's School, if cannot be verified

Student Name:	Student Signature:
Date:	
Bank details (Required for 1st claim only)	
Sort Code:	____/____/____ (6 digits)
Account number:	_____(8 digits)
Account name:	

For completion by the Sixth Form Office	
Unauthorised absences	Yes <input type="checkbox"/> No <input type="checkbox"/>
Percentage attendance	%
Application approved/rejected (please delete)	Approved signature (Sixth Form Bursary Administrator)
Date	