

## Brinsbury Residential Bursary Fund Application Guidance

This guidance is to support applications for the academic year 2024-2025.

Please read this carefully before completing the application form.

### What is a Residential Bursary Fund?

- It is a Bursary available to full-time students taking land-based courses at our Brinsbury campus who live beyond a normal, daily, travel distance.
- The bursary is for accommodation costs or for travel costs if the student wishes to stay at home.
- The bursary is means tested, so the amount a student receives will depend on their family's income.

### Who can Apply?

- You can apply if your course is **not** available locally i.e., within a reasonable travelling distance:
  - A daily return journey which takes under two hours on public transport; or
  - A distance of under 15 miles from your home to the college
- You are resident in England.
- You will be studying a minimum of 15 hours per week and your course runs for longer than 10 weeks.
- You will be living in term time accommodation no further than 15 miles from the college campus.
- Your annual household income for 2024-2025 tax year is **£36,000 or less**.
- You do **not** receive housing benefit.
- Studying your first full time Level 2 or Level 3 qualification.
- Your course is Learner Responsive funded provision.
- Students must meet the residency criteria in ESFA funding regulations for post -16 provision.

### Financial Evidence required

- If you are 16-18 as at 31/8/24, we require parent/guardian's financial details in Section 4 of the application form and their evidence.
- If you are 19 or over as at 31/8/24 we require your financial details in section 4 of the application form and your evidence

If you have any queries with regards completing the application form or supporting evidence, please contact the Student Finance Team on 01243 786321 ext. 2119 & 2325.

[studentfinance@chigroup.ac.uk](mailto:studentfinance@chigroup.ac.uk)

**Please return your completed form and supporting evidence to:  
Student Finance, Chichester College, Westgate Fields, Chichester, West Sussex  
PO19 1SB**