

For office use only

Date Received	Ref.
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Tees Valley  
Community  
Foundation

# Educational Bursary Application Form

Please complete the form as fully and clearly as possible.

<b>Name of Applicant:</b>	<b>Date of Birth:</b>
<b>Telephone:</b>	<b>Email:</b>
<b>Address for correspondence:</b>	
<b>Postcode:</b>	

<b>Secondary schools / Colleges attended:</b>
<b>GCSE:</b>
<b>A levels:</b>

<b>GCSE subjects and grades:</b>	<b>AS level subjects and grades:</b>
_____	_____
_____	_____
_____	_____
_____	_____
_____	<b>A level subjects and grades:</b>
_____	<b>(list predicted grades if applicable)</b>
_____	_____
_____	_____
_____	_____

<b>Other achievements to date:</b> (please continue on a separate sheet if necessary)
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**Intended university:**

**Name of intended course:**

**Do you intend to take a gap year before university?**  
(If yes, we will consider your application in the next academic year)

**Have you applied for any other Scholarships / Bursaries?**  
**If yes, please provide details:**

**Please tell us about your family circumstances that indicate the need for financial assistance:**

**Number of dependants under the age of 18:**

**Number of wage earners:** (please indicate full or part time)

**Is your household in receipt of any benefits or allowances?**  
**If yes, please provide details:**

**Please indicate the total level of annual household income:** (please include any benefits in this total)

under £10,000     £10-20,000     £20-30,000     £30-40,000     £40,000+

**Please tell us why you think you should be considered for this Bursary:** (continue on a separate sheet if necessary)

**Are you planning a career in the discipline that you are intending to study?**

**If you are successful in receiving a Bursary, may we contact the media?**

**If no, please state reason:**

**STATEMENT**

**I have checked that all sections of this application form have been completed.**

**I confirm that I have read the Conditions of Offer of Bursary and agree to abide by them. I confirm that the information in this application is correct.**

**Signature:**

**Date:**

**Name:** (print)

**Counter signature of Parent / Guardian:** (if applicant is under 18 at time of application)

**Signature:**

**Date:**

**Name:** (print)

**Relationship to applicant:** Parent  Guardian

**TO BE COMPLETED BY PRINCIPAL / HEAD TEACHER (OR THEIR DEPUTY)**

**I certify that the GCSE and expected A-level grades are as shown in Section 3**

**Signature:**

**Date:**

**Name:** (print)

**Position:**

**Please return your completed form to:**

**Tees Valley Community Foundation**

**Wallace House**

**Falcon Court**

**Preston Farm**

**Stockton-on-Tees**

**TS18 3TX**

**Telephone: 01642 260860**

**Email: [info@teesvalleyfoundation.org](mailto:info@teesvalleyfoundation.org)**

**Registered charity number: 1111222-1**

## CONDITIONS OF OFFER OF BURSARY

### Purpose of Bursary

- The Bursary is made to you, a student who will study Business, Accounts, Economics or other related discipline at university and are resident in Tees Valley or its immediate neighbourhood.
- The Tees Valley Community Foundation (TVCF) is prepared to consider variations to your declared course of study, but such variations should not take effect until written approval is obtained. If prior written agreement is not obtained, this may result in the whole Bursary paid to that date being repayable and the balance unpaid being cancelled.
- Any balance of the Bursary not used for the agreed purpose must be returned to TVCF.

### Liability

- Whilst TVCF has approved the purpose to which the Bursary may be applied, you are entirely responsible for entering into any necessary contracts or agreements, and for compliance with any relevant law.
- TVCF does not have, and must not be held out as having, any relationship of principal and agent, or employer and employee, with you and has no liability for any of your actions or omissions, notwithstanding the expenditure of Bursary monies in pursuit of your approved course of studies.
- You agree that TVCF has no legal liability or responsibility for any claim for loss, damage or expense, which may arise directly, or indirectly, from your university studies supported by the Bursary.

### Publicity

- TVCF should be acknowledged in any publications or press releases produced by you in respect of the Bursary award. In addition, TVCF may make their own contacts with the media for publicity purposes.
- TVCF will want to include details of the Bursary in their publications and possibly take photographs.
- You may be invited to receptions or meetings designed to inform TVCF supporters about the Foundation's work and it is important that you are prepared to take part in these events.
- You may be asked to contribute articles and photographs for publications and displays.

### Payment

- Bursary award cheques of £500 will be issued to Bursary award holders in October, January and April in each academic year during the 3 / 4 year degree course. **Cheques will be released on receipt of a satisfactory brief progress report from your university tutor.**
- In the event that you do not complete your designated studies, the unexpended balance of any cheque paid must be repaid to TVCF.

### Evaluation

- The final part of all TVCF grant-making processes involves a written evaluation, and a monitoring report. This will be sent to you after the final payment has been made and will have a 'return by' date on it for receipt by TVCF.
- TVCF is interested in any comments that will give us a fuller picture of what has happened as a result of the Bursary. The Foundation also welcomes feedback on its application processes.
- You may also receive a visit as part of TVCF's long-term monitoring strategy.

**NB: If offered a Bursary, these Conditions will constitute the 'Conditions of Offer of Bursary'.**