

# Discretionary Bursary Fund

## **What is it?**

Woking College has a Bursary Fund aimed at supporting students to overcome financial barriers they may face in accessing further education. The bursary is awarded to eligible students to assist with public transport costs incurred on travel to and from College, essential resources and compulsory trips related to the programme of study.

## **Who is eligible?**

To qualify students must be aged 16 - 18 on 31<sup>st</sup> August 2025 and meet the residency requirements. For those students aged 19 or over on 31<sup>st</sup> August 2025, they must be continuing a study programme they started aged 16 to 18 or have an Educational, Health and Care Plan.

Students can apply for a Discretionary Bursary if their annual household income does not exceed £30,000. If the household is in receipt of benefits such as Universal Credits or Tax Credits these are included in the £30,000 threshold. If rent is deducted from your Universal Credit, this will be included in our £30,000 figure.

## **What costs will the Bursary cover?**

Woking College will seek to support students awarded a Discretionary Bursary with financial support for:

- Essential costs incurred relating to their study programme (for example, course materials, books and equipment)
- Assistance with the cost of public transport to and from College (for students living more than 2 miles away). Travel costs will be assessed based on the most affordable public transport options available, taking into account any applicable discount cards (e.g. LINK bus pass, 16–17 Railcard).
- Compulsory trips related to the programme of study
- UCAS application fee

## **What is not covered?**

The Discretionary Bursary does not cover costs associated with:

- Extra-curricular activities
- General living costs (eg. Mobile phone bill, accommodation, utility bills)
- Printing
- Exam re-sits
- Petrol/Car maintenance costs
- Taxis or Ubers
- Learning support

## **How much will I receive?**

The amount that each eligible student receives will be dependent upon each students' needs, circumstances and the funds available. Please note that the terms, eligibility and conditions may

change from year-to-year based on government guidelines and the amount of funding the College receives for this purpose from central government.

### **How and when will I receive payment?**

Once approved, payments for travel will be made each half term and payment dates will be set out in the award letter. Please be aware that confirmation of awards will not be made until mid-September at the earliest due to the large numbers of applications received. Students should be aware that they will need to cover their own travel costs for the first few weeks of college.

Contributions towards essential course costs will be made with the first payment received.

We cannot make payments to students in cash. All payments will be via BACS directly into a student's own bank account. Students should ensure they have a valid bank account set up in their name before applying for the bursary.

### **Conditions.**

Bursary payments are linked to excellent attendance, progress, effort and behaviour. Payments may be withheld if the student does not comply with College expectations or if attendance for the half term falls below 90%.

### **Bursary Guidelines.**

For full details about the 16-19 Bursary Fund please visit: [16 to 19 Bursary Fund guide: 2025 to 2026 - GOV.UK](#)