

## Bursary Support Guidance 2026–27

Our bursaries are designed to help with the essential costs of taking part in education at the college, for example, travel, meals, and required equipment).

### Key Dates

Deadline	Date
Bursary Applications open	7 April 2026
Deadline for bursary applications for purchase of bus pass via longest instalment payment plan (1 <sup>st</sup> instalment payment deadline: 1 June 2026) <sup>1</sup>	8 May 2026
Bursary deadline for all Autumn Term bursaries (transport, FCM etc.) <sup>2</sup>	7 August 2026
Last date to receive applications for bus pass payment refunds <sup>3</sup>	18 September 2026

### 1. Who Can Apply?

- Age & residency: The student must meet the DfE 16–19 bursary age and residency rules. If unsure, apply and we will check.
- Annual application: You must apply each academic year - household circumstances and [government guidance](#) can change.
- Who you live with: Provide details for **every** adult in the household and the relationship to the student (parents/ guardians/ step-parents/ partners/ other adults). We assess household income based on this.

### 2. Types of Support We Offer

We use bursary funds to help with actual participation costs of education:

- **Travel** – help with the real cost of getting to and from college (see Transport).
- **Free College Meals** – if you meet national criteria (see Free Meals).
- **Essential Course Costs** – items you must have for your course (Specialist equipment, protective clothing). Awards are based on the equipment needed for your programme.

<sup>1</sup> Bursaries will continue to be processed after this date, but we cannot guarantee that these will be completed in time to meet the first bus pass deadline on the instalment plan. The bus pass instalment plan will still be available after this date but the balance to pay will be spread over fewer instalments.

<sup>2</sup> Bursaries will continue to be processed after this date, but we cannot guarantee that these will be completed in time for the start of term

<sup>3</sup> Refunds will only be processed in extenuating circumstances after this date. Please email [bursary@callywith.ac.uk](mailto:bursary@callywith.ac.uk) for further information.

### 3. Additional Support for Defined Vulnerable Groups

You may get extra help if you are in one of the DfE vulnerable groups, subject to financial need:

- In care or a care leaver – provide a Local Authority letter confirming status.
- **Student** receiving Universal Credit in their own name because they are supporting themselves (or student and a dependent) – provide the award letter and proof of independent living (e.g., tenancy contract).
- **Student** receives **both** ESA / or Universal credit **and** PIP (or DLA **and** ESA (over 18 only) or/ Universal Credit) in **student name**– provide award letters confirming both benefits.

More information regarding the support you receive if you are in one of these groups is available [here](#).

### 4. Evidence You Need to Provide

Upload clear, complete documents for all relevant adults in the household (except siblings) proving what money comes into the house, ie, into your bank account(s). Bursaries are calculated on net income, ie, the money that appears in your bank after tax, pension and national insurance, not gross (before tax).

Income Type	Evidence required
<b>Tax Credits</b>	Full award notice (all pages)
<b>Employment</b>	Last 3 months pay slips and/or latest P60
<b>Self-employment</b>	Latest Self-Assessment and/or accountant letter (headed)
<b>Benefits/Universal Credit</b>	Full UC statement; or last 3 months JSA/ESA/Income Support/Housing Benefit/Pension Credit (if not on UC)
<b>Pensions</b>	Pension statement or bank statement showing monthly pension income
<b>Vulnerable Group Evidence</b>	Local Authority care letter; UC/IS in student name + tenancy contract; ESA+PIP/DLA+PIP letters
<b>Dividends</b>	Stock and Shares annual statement
<b>Single “Parent” Household</b>	Council Tax Statement showing proof of single person discount
<b>Savings</b>	Bank/Building Society/ISA Statement showing proof of savings (if in excess of £50,000)

### 5. Transport

#### a. College Bus Pass (Callywith Network)

Callywith College subsidises the cost of our own bespoke bus transport service for all students and offers significant bursaries to further reduce the costs for students from lower-income households. We will assess your actual travel needs and cost first. Any contribution is based on the real price of the pass or tickets you need, not a fixed amount.

You can pay in full or by instalments. If you do not enroll, or withdraw before 18<sup>th</sup> September 2026, you will receive a full refund.

We can provide bursaries to contribute towards bus pass costs based on **total net annual household income** (the money that is put into your bank account).

Families with higher incomes (over £50,000 net income) may still buy a subsidised pass, but this is not a DfE-funded bursary and therefore does not need a bursary application.

The price you will need to pay, based on your bursary allocation, is detailed below:

Cost of Pass	Annual	Two Term	Autumn	Spring	Summer	Bodmin Only
<b>Band A (Up to £17,500)</b>	£89.78	£70.95	£41.11	£31.66	£21.74	£31.50
<b>Band B (£17,501 to £25,000)</b>	£269.33	£212.84	£123.32	£94.97	£65.21	£94.50
<b>Band C (£25,001 to £36,000)</b>	£448.88	£354.73	£205.54	£158.29	£108.68	£157.50
<b>Band D (£36,001 to £50,000)</b>	£807.98	£638.51	£369.97	£284.92	£195.62	£283.50
<b>£50,001 + (No Bursary)</b>	£897.75	£709.46	£411.08	£316.58	£217.35	£315.00

## b. Cornwall Council Post-16 Travel

For a few students it may be more appropriate to use the Cornwall Council scheme, ie, those requiring assisted taxi transport or a combined bus/ferry pass. If you require bursary help with the Council pass or an assisted taxi, please email [bursary@callywith.ac.uk](mailto:bursary@callywith.ac.uk) so we can check that this product is suitable. Details regarding Cornwall Council's Post-16 Travel Assistance can be found here [Post-16 Travel Assistance - Cornwall Council](#).

## 6. Free College Meals

National transitional protection for free meals ends on **31 August 2026**, therefore, for the 26/27 academic year claimants for FCM will need to prove receipt of Universal Credit regardless of income. Households will be asked to upload their latest UC award notice as proof of eligibility.

Callywith uses a cashless system to allocate a £3.50 allowance to the student's ID card each timetabled day in college. It is an anonymous system. Unused amounts do not roll over.

## 7. Essential Course Costs (Discretionary Support)

If you have a net household income of less than £21,000 and are on any of the following courses, we offer a bursary to **contribute** to the additional expenses. It is not intended to cover the entire cost of course materials and households will be expected to contribute.

Course Name	Award amount
<b>Art (including Fine Art)</b>	Up to £80
<b>A-Level Maths/Further Maths (for calculator)</b>	Up to £50
<b>Media</b>	Up to £80
<b>Photography</b>	Up to £80
<b>Sport</b>	Up to £50
<b>Textiles</b>	Up to £80
<b>Uniformed Protective Services</b>	UP to £50

We can help with required items for your course (e.g., books, specialist clothing, equipment, mandatory visits). Awards depend on your need and available budget and may be provided in-kind. **There is no automatic entitlement to Equipment/Discretionary Funding, and funding is limited.**

## 8. Attendance and Behaviour Conditions

Bursary payments (including transport support) depend on satisfactory attendance and conduct. Our standard expectation is **90%** attendance each term.

If attendance drops, we may reduce, pause, or stop payments for that period. We will consider authorised absences and mitigating circumstances. You will be informed how any decision affects your payments and how to appeal.

## 9. Asylum Seekers

Accompanied asylum-seeking students can receive in-kind support (e.g., books, equipment, a travel pass). Unaccompanied asylum-seeking children are treated as looked-after for bursary purposes and may be eligible for the vulnerable student assistance if there is financial need.

## 10. Care to Learn (Childcare Support for Under-20s)

If you are under 20 and need help with childcare while you study, tell us on your bursary application. We will help you apply to [Care to Learn](#).

## 11. Sibling Discount

A student who has a sibling currently studying at Callywith College or two or more siblings joining the college in the same year will be entitled to a sibling discount. Please ensure that the sibling question is answered. The additional discount (a bursary band increase, ie, if the household is appraised as a Band D, the second sibling will receive a Band C bursary, if a Band A household with the second sibling will receive a free pass), will then be applied. If there is a third sibling, they will receive the same discount as the second sibling.

## 12. How to Apply

1. Complete the [online bursary form](#) (you will need the student ID number and date of birth to sign in and will then need complete full student details, who lives in the household, details of all income (earned or otherwise) in the household, and what support you need).
2. Upload evidence (see Section 4). Use clear, complete pages and upload full statements where applicable.
3. Sign the declaration (student and parent/guardian if applicable) confirming you have completed information for any and all income received into the household. If living independently, put N/A for the parent signature.
4. We will assess your application as soon as possible and email you with our decision and next steps (including any in-kind support or payment schedule).

## 13. What Happens Next

Your bursary application will be assessed by our team. We will then email you to confirm your eligibility and how to make payments. Your application cannot be assessed until **all** the eligibility questions have been answered, and **all** evidence has been **uploaded**.

## 14. Your Commitments

- You will declare all adults in the household receiving income (earned or otherwise)
- You will upload all supporting documentation in a timely manner
- You will let us know if you have a change in circumstance which means that you are no longer eligible for your appointed bursary band
- You will complete a bursary application annually
- If your household has more than £50,000 in savings, you will not be eligible for a bursary

## 15. Our Commitments

- We assess each case individually and keep a record of evidence and rationale.
- We prefer to provide support in-kind where practical.
- We do not make blanket or automatic awards.
- Should you have a change in circumstances, we will re-appraise your bursary application.
- We review our approach to bursaries annually and publish this statement on our website.
- You have a right to appeal to any decision made by the College. Please email [bursary@callywith.ac.uk](mailto:bursary@callywith.ac.uk), titling your email "Appeal" with the student's name and ID. Please ensure all evidence supporting your appeal is included in the email.

## Contact Us

For help or assistance please email [bursary@callywith.ac.uk](mailto:bursary@callywith.ac.uk) or see our website at [www.callywith.ac.uk](http://www.callywith.ac.uk).

## Student/Guardian Checklist

Below you will find a handy checklist to ensure that all stages of the bursary process are completed:

<b>Student Name:</b>		
<b>Student ID Number:</b>		
<b>Student Date of Birth:</b>		
<b>Who the student lives with (list all adults in household) <a href="#">See Section 1</a></b>		
<b>Evidence of household income uploaded for each adult listed (<a href="#">see Section 4</a>)</b>		
<b>Vulnerable group evidence (if applicable) <a href="#">See Section 3</a></b>		
<b>Essential Equipment Bursary – earn under £21,000 and applying for an eligible course (<a href="#">See Section 7</a>)</b>		
<b>Free Meals – meets national criteria and evidence uploaded (<a href="#">Section 6</a>)</b>		
<b>Sibling already in college, or two siblings joining college in the same year (<a href="#">Section 11</a>)</b>		
<b>Declaration signed (student and parent/guardian or N/A)</b>		
<b>Application submitted before deadline</b>		