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Vulnerable Bursary Fund Guidance 2026–27

1. Definition of "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.

2. Available Support

Students within the above group can receive a bursary of up to £1,200 a year. Consideration of the amount awarded will be taken on the individual financial needs of each learner. Learners will not automatically be awarded the bursary; the money will be paid weekly in arrears.

Students will be allocated the money on a weekly basis on receipt of supporting receipts/invoices. The money will be paid directly into student bank accounts on a Friday, a week in arrears, i.e., receipts for the previous week will be paid the following Friday. Should a student not have a bank account, cash can be provided on a limited basis, while an account is being opened.

Receipts need to be handed to Temple Reception by midday on Monday of each week.

Receipts for the following will be accepted:

- Food including meal allowance at college
- Stationery required for your course
- Essential books and equipment required for your course
- Specialist kit/uniform required for your course
- Travel Support for University/Open Days
- Purchase of necessary ID documents, i.e., Drivers Licence (for the purposes of setting up a bank account to receive bursary payments and where the student has no other valid ID)
- Travel not covered by College Bus Pass (where no suitable route is available)

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3. Additional Benefits

Students receiving vulnerable bursary payments are eligible for the following in addition to a weekly payment:

- A free College Bus Pass
- Free College Meals for each day the student is timetabled in college
- An Essential Course Costs bursary (Up to £80 for art, media and photography, up to £50 for mathematics, sport and uniformed protective services)

4. How to Claim Weekly Vulnerable Bursary

If you believe you may be eligible or find yourself in circumstances that mean you require additional support, please talk to your PDT or direct to Student Services who will deal with your application.

5. Terms and Conditions

Bursary payments 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 told in writing how any decision affects your payments and how to appeal.

6. Your Commitments

- You will provide VAT receipts (itemised receipts) or invoices on a weekly basis. Card vouchers or screenshots of bank statements cannot be accepted.
- You will let us know if you have a change in circumstances which means that you are no longer eligible for your appointed bursary.

7. 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 payments.
- 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 the right to appeal to any decision made by the College. Please email bursary@callywith.ac.uk, titling your email "Appeal" with the student's name and ID.

Contact Us

For help or assistance please email studentservices@callywith.ac.uk or see our website at www.callywith.ac.uk.