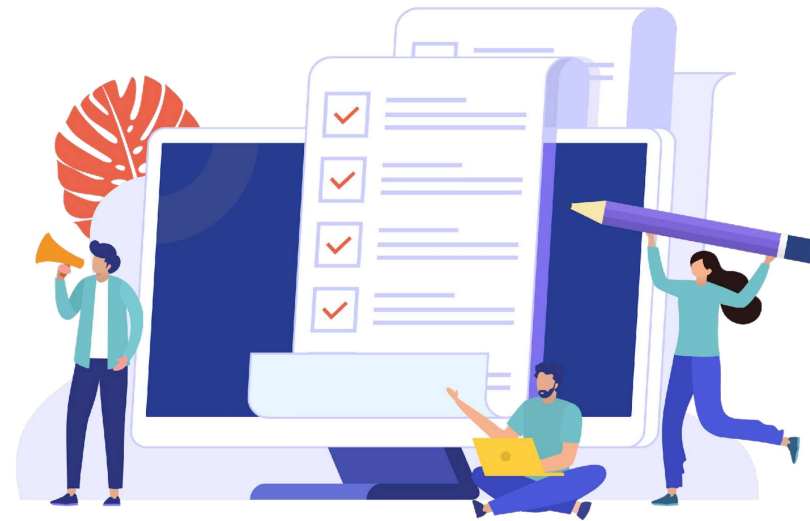
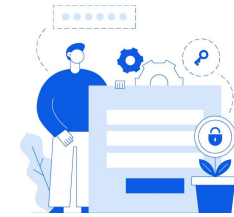
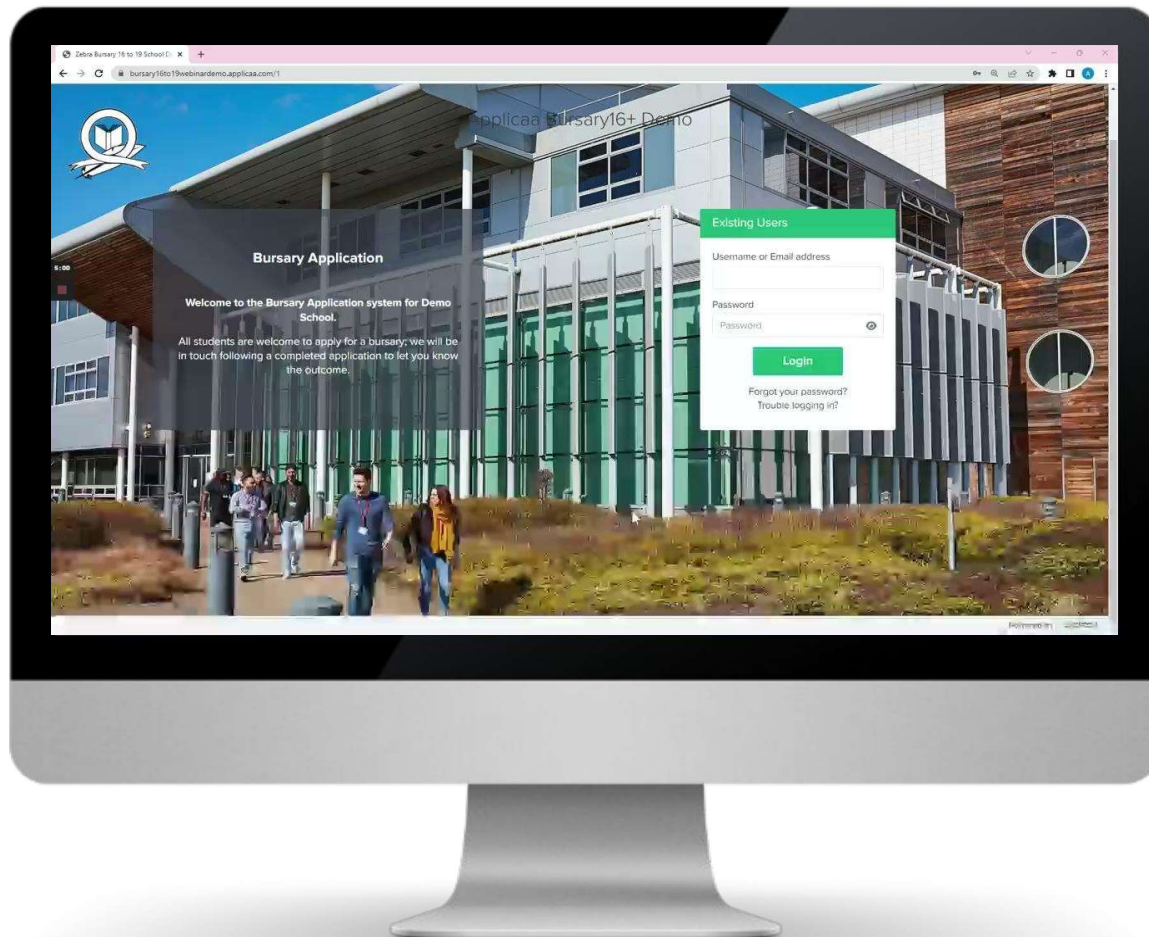


STUDENT Bursary16+ Completing Your Bursary Application “HOW -TO GUIDE”



STUDENT B16+ APPLICATION

Please see the pre-recorded student bursary application video

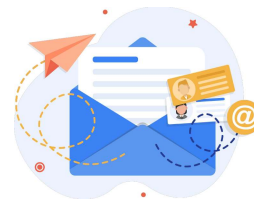


STEP 1: Log In

STEP 2: Begin the B16+ Application Form

STEP 3: Wait for the School to Award you the Bursary

STEP 4: Submit Request



1

LOGIN

Bursary Application

Welcome to the Bursary Application system for Demo School.

All students are welcome to apply for a bursary; we will be in touch following a completed application to let you know the outcome.

Existing Users

Username or Email address
support@applicaa.com

Password
.....

Login

Forgot your password?
Trouble logging in?

Enter your Username and Password and Log in here

Powered by applicaa

1

If you have applied and enrolled using Admissions+ system for sixth form, please proceed to logging in using the same credentials you used to log in to your sixth form application.

You may contact your school if you have any difficulty with this.

Student Code: U-3F40

Charlie Brown

Bursary Form
Not Started

Update

0% [Continue Application](#)

Bursary Status **2021/2022**

Not Started

[Withdraw](#)

[Renew Application](#)

2

BEGIN B16+ FORM

Click '[Continue Application](#)' to begin the application phase of your application.

Completing the B16+ Form

Additional Questions

Do you have a medical condition that may affect your attendance?*

Were you entitled to free meals at school?*

Yes No

Please enter your bank details below.

These must be in the student's name; we will use these details to reimburse costs if they are approved.

Name on bank account*

Account Number (this is an eight digit number)*

Sort Code (this is a six digit number, do not include the dashes)*

Are you In Care/Care Leaver (local authority)/living with Foster Carers*

Are you a Young Adult Carer*

Admissions+

1

All those fields with a red asterisk means that it's a mandatory question

2

Make sure that you fill it in before you move to the next step

Completing the Bursary Form

1

Depending on your **Household Information**, you will be asked to enter your Household's total income

2

You'll need to then upload **evidence** to support the earnings that you have entered

3

You also have an option to **'Add a Benefit'** if your household is receiving state benefits

✓ Step 1 Welcome ✓ Step 2 Agreement ✓ Step 3 Pupil ✓ Step 4 Household Information ✓ Step 5 Income ✓ Step 6 Dependent Children ✓ Step 7 Bursary Summary

Financial Income

The figures you enter in 'Financial Year' should be for the period 6th April to 5th April for the tax year below.

Income

Financial Year

Complete the following details for the Mother/Legal Guardian or Other Family Member

Earned Income (Mother/Legal Guardian) (£)

Earned Income Document (Mother/Legal Guardian)*

Pension received (Mother/Legal Guardian) (£)

Benefits

Where any benefits are selected in this section, please upload three months' statements.

Benefit Type	Benefit Frequency	Files	Amount	Benefit Annual Total
No record yet				

Benefit Total: £0.00

3

Wait to be Awarded

The screenshot shows a student portal interface. At the top, it says 'Home Page' and 'Arya Stark'. The main content area is divided into two columns. The left column shows the student's profile with a 'Student Code: U-03CF', a profile picture, and a 'B16+ Form Completed' status. Below this is a progress bar at 100% and a 'Continue Application' button. A 'My Requests' button is also visible. The right column contains a 'Welcome' message from Solihull Sixth Form College, explaining the purpose of bursaries and providing contact information for the Bursary Team. At the bottom of the page, there is a green bar for 'Upcoming Meetings' and a note to check back for meeting dates.

Student Code: U-03CF

Arya Stark (12/11/2003)

B16+ Form Completed

100%

Continue Application

My Requests

Bursary Status 2022/2023

Awarded

Withdraw

Upcoming Meetings

Check back here for the dates/times of any meetings you may be requested to attend.

1

Once you have completed and submitted your form, the school will review your application

2

Once they have validated that everything is correct from the data you have submitted, you may get a notification from the school confirming whether you are eligible for the bursary

Log in to **SUBMIT REQUEST**

1

Go to your school's B16+ Portal and log-in with your username & Password

2

On your homepage, you should see that you now have the "My Requests" Button

3

Click on the "My Requests" button and then "Add Request" to create a request



Student Code: U-03CF

Arya Stark (12/11/2003)

Bursary Form
Completed
Update

100% Continue Application

Click here → My Requests

4

Home Page Arya Stark

Search in table Export

Showing 0 to 0 of 0 entries Show 50 entries

Date	Created By	Request Type	Item	Amount	Reason	Status
No data available in table						

Showing 0 to 0 of 0 entries Previous Next

Add Request

Request

Request type: Purchase

Purchase item: College Laptop

Reimbursement item:

Reason: Test

Amount: £

receipt upload: test.docx 22.70 KB

screenshot upload:

Link for item: https://www.laptopsdirect.co.uk/st/laptops_and_netbooks/laptops/google-chrome-os?ref=laptops-home-page

Save

Click here to submit the request

Request Form:

1 Fill in this form to ask for a Purchase or Reimbursement

2 Make sure to add a screenshot if you are asking the school for a purchase, or a receipt of the item if you are asking the school to reimburse you

You will be unable to submit this if you have exceeded your bursary allowance

For any queries regarding requests, please contact your school

6

SUBMIT REQUEST FORM



THANK YOU

