

CONFIDENTIAL

BRIGHTON COLLEGE

**Confidential Statement of Financial Circumstances in support of an
Application for a Bursary**

School Year for which application is to be made 2009/2010

SECTION 1

1. CHILD

- (a) Full Names
- (b) Date of Birth

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SECTION 2

2. PARENTS

Father/Partner

Mother/Partner

- | | | |
|------------------------|-------|-------|
| (a) Surname & initials | | |
| (b) Title | | |
| (c) Address(es) | | |
| | | |
| | | |
| (d) Occupation(s) | | |
| (e) Daytime Tel No. | | |
| (f) Home Tel No. | | |

SECTION 3

3. TAXABLE INCOME OF HOUSEHOLD

(Please enter below your earnings for the Tax Year 2008/09.....)

	Father/Partner	Mother/Partner
(a) Gross Salary and other similar earnings <i>(Including all taxable benefits and emoluments)</i>
(b) Profits of business or profession
(c) Gross pension, retired pay, widow's pension etc.
(d) Gross investment income from dividends, interest, ground rents etc.
(e) Gross Allowances/Social Security payments <i>(please give details on the continuation sheet)</i>
(f) Any other income, gratuities or lump sum payments <i>(please give details on the continuation sheet)</i>

PLEASE PROVIDE PROOF OF INCOME
(e.g. P60 or March 2009 payslip; Self Assessment Tax Return; Inland Revenue Statement)

SECTION 4

4. OTHER EMOLUMENTS

Father/Partner

Mother/Partner

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- (a) Value of board and/or residence or other non-taxable benefits in kind provided free by reason of employment
- (b) Child Allowances
- (c) Maintenance payments received
(please enclose copy of Court Order)
- (d) Any other non-taxable emoluments or income
(please give details on the continuation sheet)

SECTION 5

5. OUTGOINGS OF HOUSEHOLD

- (a) Tax payable on Incomes declared above
(including tax deducted at source)
- (b) National Insurance contributions
- (c) Mortgage interest (state **interest only** and not instalments of mortgage repaid. Please enclose copy of Mortgage Interest Paid Statement)
- (d) Any other interest payable (please specify)
- (e) Any annual rent payable on home

SECTION 6

6. CAPITAL ASSETS

- (a) Approximate value of all Investments
(please itemise on the continuation sheet)
- (b) Approximate value of house (if owned)
(Please enclose copy of current Council Tax Bill)
(Agent's valuation may be required)
- (c) Approximate value of other possessions including contents of house, motor cars etc.
- (d) Cash at banks or elsewhere (include current and deposit accounts, and any other offshore holdings)
- (e) Approximate value of any other assets
(please specify on the continuation sheet)
- (f) Approximate market value of any additional property owned, either at home or abroad

SECTION 7

7. CAPITAL LIABILITIES

(Please give details of any capital charges against the assets declared in Section 6)

- (a) Mortgage - amount outstanding
- (b) Overdraft at bank
- (c) Other loans
- (d) Maintenance payments made (copy of Court Order)

SECTION 8

8. DEPENDENT CHILDREN

(include the child to whom this application refers; if more than 3 children, please give details on a separate sheet)

	1	2	3
(a) Forename
(b) Date of Birth
(c) Sex
(d) School, College or University
(e) Annual school or other educational fees <i>(excluding extras and sundry disbursements)</i>
(f) Compulsory additional school charges
(g) Amount of fees shown in (e) covered by:			
(i) Scholarships, Bursaries or allowances given by school
(ii) Annual sum arising from capital prepayment scheme
(iii) Services/Company Allowances (gross) <i>(has sum been included in gross salary at 3(a) YES/NO</i>
(iv) Annual sum arising from Education Insurance Policies
(v) Assistance from any other source e.g. Grandparents, trusts, settlements, Government Assisted Places scheme. etc. <i>(Please specify on the continuation sheet)</i>
(h) Annual taxable income of child (if any)

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SECTION 9

9. OTHER DEPENDANTS DOMICILED IN THE U.K. (please give details)

SECTION 10

11. CERTIFICATE

I/We have made a complete and truthful statement of my/our financial situation and circumstances generally. I/We undertake to renew this statement annually if called upon to do so, and in any case to report immediately any material change in the financial position detailed.

Date Signature
(Father/Partner)

Date Signature
(Mother/Partner)

Note: Please complete the question below

ASSISTANCE FROM OTHER SOURCES

In order to help the greatest number of parents who need financial assistance, all those who apply for a grant from the school are asked also to enquire if they are eligible for assistance from any other source.

There are several trusts and foundations which make grants towards educational costs. Details can be found in publications held in libraries.

Please let us know:

(a) To which other body have you already applied?

(b) The result of your application (if known)

SCHOOL USE

Date sent: Code No:

Date received:

Date of award:

Signed: Bursar

NOTES FOR PARENTS - BURSARY APPLICATIONS

These notes are provided for the guidance of parents completing an application for a new Bursary or continuation of an existing Bursary. If you have difficulty answering any of the questions, please consult the Head of Finance.

DECLARATION CONCERNING VALIDITY OF INFORMATION

1. Parents are advised that they are required to provide details of their actual income and will be required to provide supporting documentary evidence of that.
2. The declaration at the end of the form should be signed by both parents (see note 3 below) of the child for whom application is made, or if only one parent signs the form for the reason must be stated.

PARENTS OR THEIR PARTNER

3. The parents about whom details should be given on the form, and their income declared, are as follows:
 - (i) Normally, the father and mother of the child in respect of whom the application is made;
 - (ii) Should one of the parents be dead, the survivor and (if he or she has remarried) his or her spouse;
 - (iii) Should the parents be divorced, the parent who has actual custody of the child and (if he or she has remarried) his or her spouse;
 - (iv) Should the parents be separated and there is a Decree of judicial separation (or a court order for maintenance, custody or access; or prohibiting a parent from entering the matrimonial home; or is not reasonably practicable to find one of the parents) the parent who has actual custody of the child;
 - (v) Where the child has no parents, his or her guardian(s) or if he or she has no guardian, the person or persons who have actual custody of this child.

On the form, for simplicity, any male parent or guardian as defined above is referred to as "father" and any female parent or guardian as "mother"

INCOME

4. Actual income should be declared for the last financial year. In the case of the self employed persons and others who have not finally agreed their income for the last financial year with H.M. Inspector of Taxes, a statement of income likely to be agreed should be given for that year together with a note to that effect. Persons who normally use an accounting year other than April to April should state this fact and give the dates to which income declared refers.
5. As a general principle gross income before tax should be declared. Income from ALL sources must be included. In ALL cases income arising outside the UK should be included. NO DEDUCTIONS should be made in respect of allowances made for tax purposes - specifically; personal allowances; superannuation etc. contributions; mortgage interest; covenants; and income from abroad.

6. The amount of the following Social Security benefits only should be declared:

Income Support
Unemployment Benefit
Retirement Pension
Old Person Pension
Widows Pension
War Pension
Widowed Mothers Allowance
Widows Allowance
Industrial Death Benefit
Invalid Care Allowance
Child Benefit

7. Parents should declare the gross amount of all income received by children who are wholly or mainly dependent on them, excluding only sums earned from part-time employment (including vacation jobs). Income received under deeds of covenant, sums received as Scholarships and student awards should be included.

EXPENDITURE

8. Mortgage repayments should be shown separately from any property/contents insurance payments.
9. Documentary evidence may be required for mortgage, rent payments and council tax.

RETURN OF FORM

10. Please return the completed form and any documentary evidence required to:

Mrs A Riley
Brighton College
Eastern Road
Brighton
East Sussex
BN2 0AL

If you need advice in completing the form, please ring Anne Riley on 01273-704252.

CONTINUATION SHEET

Please use this sheet to provide additional information for the sections listed below.

SECTION 3 (e)

SECTION 3 (f)

SECTION 4 (d)

SECTION 5 (d)

SECTION 6 (a)

SECTION 6 (e)

SECTION 8 (a)

SECTION 8 (g) (v)