



# ADEYFIELD SCHOOL

## Application for 16-19 Bursary Fund Repayments for Educational Expenses

In order to apply for this fund you must first comply with the following conditions:

- Attendance
- Attitude to Learning
- Behaviour

Please check with your Head of 6<sup>th</sup> Form.

*Reimbursements will only be made on their authorisation (see signatures below)*

Student Name: ..... Form: .....

Total Amount: .....

Details of Expense: .....

.....

.....

*You will need to attach a receipt (VAT Registration No. where applicable)*

Authorised: ..... Date: .....  
(Mr M Young - Head of 6th Form)

Authorised: ..... Date: .....  
(Mr D Cline – Assistant Headteacher)

Cash reimbursement made to: .....

Signed as received: ..... Date: .....  
(Student Signature)

### *For office use only*

<b>Nominal Code:</b> 6046	<b>Department:</b> ESS
<b>Cost Centre:</b> GAG	<b>Account Name:</b> Bursary Expenditure
<b>Reimbursement made by</b> Mrs L Corry-Spurr/Miss M Shearer	<b>Signed:</b> .....
<b>Posted by</b> Mrs L Corry-Spurr/Miss M Shearer	<b>Ref No:</b> .....