



RGS Prep School Entrance Bursary Scheme Application Form

On completion, this form together with all documentary evidence required, should be returned **before the entrance exam** to:-

**The Bursar
The Royal Grammar School
High Street
GUILDFORD
Surrey GU1 3BB**

The originals of any supporting documents provided will be returned to you. Please note that the application cannot be considered if this form is not fully completed and all documentation attached. Please call the bursary on 01483 880610 if you require any help completing the form.

1. CHILD

- a. Full Name _____
- b. Date of Birth _____ c. Date entered/entering School _____
- d. Current form / New boy _____ e. Current School _____
- f. Termly value of any current bursary £ _____

2. PARENT

Parent 1

Parent 2

- | | | |
|---|----------------------|--------------------------------|
| a. Names | Mr/Mrs/Ms/Miss _____ | Mr/Mrs/Ms/ Miss _____ |
| b. Address(es) | _____ | _____ |
| | _____ | _____ |
| | _____ | _____ |
| c. Occupation(s) | _____ | _____ |
| d. Employed/Self Employed | _____ | _____ |
| e. Contact Tel. No. | _____ | _____ |
| f. Email Address | _____ | _____ |
| g. Divorced or Separated | YES / NO | |
| h. Court Order for School Fees | YES / NO | Amount (if applicable) £ _____ |
| i. If parents are separated please explain who the pupil lives with | _____ | |

3. ALL INCOME

Please enter below your current earning and expected income from all sources for the last completed tax year, i.e. the year to 5 April. If there is likely to be a significant difference between the last complete tax year and the current tax year, please provide additional information.

	<u>Parent 1</u>	<u>Parent 2</u>
	£	£
a.* Gross Salary	_____	_____
b.* Profits of Business or Profession	_____	_____
c.* Taxable Benefits	_____	_____
d.* Any Gross Pension received.	_____	_____
e.* Gross Investment, Income from Dividends, Interest, etc.	_____	_____
f. All Government Allowances / Benefits (please give details)	_____	_____
g. Any other Income, property rental income or Lump Sum Payments (please give details)	_____	_____

*** NOTE : DOCUMENTARY EVIDENCE MUST BE PROVIDED TO SUPPORT THESE FIGURES**

4. OUTGOINGS

	<u>Parent 1</u>	<u>Parent 2</u>
	£	£
a.* Annual Tax Payable on Income declared above (including tax deducted at source)	_____	_____
b.* Annual National Insurance Contributions	_____	_____
c.* Annual Mortgage Interest (state <u>interest only</u> and not instalments of mortgage repaid)	_____	_____
d. Any other Interest Payable (please specify)	_____	_____
e.* Any Annual Rent Payable on Home	_____	_____

*** NOTE : DOCUMENTARY EVIDENCE SHOULD BE PROVIDED TO SUPPORT THESE FIGURES**

5. LIABILITIES

	<u>Parent 1</u>	<u>Parent 2</u>
	£	£
a.* Mortgage - balance remaining for each property	_____	_____
b.* Overdraft at Bank	_____	_____
c.* Other Loans (including hire purchase and credit card commitments)	_____	_____

*** NOTE : DOCUMENTARY EVIDENCE SHOULD BE PROVIDED TO SUPPORT THESE FIGURES**

6. ASSETS

	<u>Parent 1</u>	<u>Parent 2</u>
	£	£
a.* Approximate Value of all individual Investments	_____	_____
b. Approximate Value of House(s) (if owned) including rental properties. List individually.	_____	_____
c.* Cash accounts (include all current & deposit a/cs) (statements for the past 3 months should be attached for each account)	1. _____	_____
	2. _____	_____
	3. _____	_____
	4. _____	_____

* **NOTE : DOCUMENTARY EVIDENCE SHOULD BE PROVIDED TO SUPPORT THESE FIGURES**

7. DEPENDENT CHILDREN

(Do not include the child to whom this application refers; if more than four children, give details on a separate sheet) (see Note 5)

	1	2	3	4
a. Date of Birth	_____	_____	_____	_____
b. School or College	_____	_____	_____	_____
	£	£	£	£
c. Annual school or other educational fees (excluding extras and sundry disbursements)	_____	_____	_____	_____
d. Compulsory extras	_____	_____	_____	_____
e. Amount of fees shown in (c) covered by:				
1. Scholarships, Bursary or allowances given by school	_____	_____	_____	_____
2. Assistance from any other source e.g. trusts, settlements, grandparents, (please specify)	_____	_____	_____	_____

8. OTHER DEPENDENT RELATIVES

	Annual value and nature of support	Relationship
a.	£ _____	_____
b.	£ _____	_____
c.	£ _____	_____

9. **CHANGE OF CIRCUMSTANCES**

10. **ANY OTHER RELEVANT INFORMATION**

11. **DATA PROTECTION**

The information you have provided will be held on paper and in electronic form and may be processed in electronic form to facilitate monitoring of the Bursary Scheme and of the support provided to you. Information will be kept confidential within the School and will not be disclosed to third parties except in cases of default on payment of fees when it may be used by the School, and authorised agents of the School such as its solicitors, in the process of debt recovery.

We would like to share your details with the Foundation, a company associated with the school that carries out fundraising activities for bursary awards. They would like to be able to contact you directly about possible fundraising opportunities and to gather feedback from you and inform. Please confirm as appropriate

I consent to my/our contact details being shared with the Foundation Y/N

12. **CERTIFICATE**

I/We confirm that all possible routes of funding have been explored eg sale of assets, financial assistance from family members Y/N

I/We confirm that we have made a full and honest statement of my/our financial situation and circumstances generally and have answered the questions to the best of my/our ability. I/We will inform the School immediately of any change in our financial circumstances. I/we note that any award made will be reviewed annually and that we will therefore be requested to provide an updated statement in future years.

Parent 1 _____
Signature Date

Parent 2 _____
Signature Date