

## BURSARY FORM

This form should be printed and posted to Pro Corda, Leiston Abbey, Leiston, Suffolk, IP16 4TD. It is strongly suggested that you print a copy of the completed form for your records.

Name of student	
Date of birth	
Last course attended (if applicable)	
Name and date of course to be attended in the current academic year	
Instruments for which a bursary is required	
Name of parent(s)	
Address	
Postcode	
Contact numbers (including mobile)	
Email address	
School attended	
State or independent?	
Expenditure on music tuition per annum	
Who covers the cost of this tuition?	
Father's occupation	
Gross annual salary	
Mother's occupation	
Gross annual salary	

Gross annual income from property	
Gross annual income from savings	
Total net annual income after tax including the above plus any other income	
Total value of savings, excluding pensions	
Total value of properties owned	
Number of dependent children (under 18)	
Reason for seeking a bursary (continue on another page if necessary)	
Describe what attempts have been made to secure funding from elsewhere and the result of these attempts	
Any other circumstances you wish to bring to our attention (continue on another page if necessary)	

Pro Corda reserves the right to request evidence of income and outgoings as set out in this form and to seek further clarification from applicants as necessary.

In accepting bursary support, your child agrees to submit a report of their course experience and/or an acknowledgement to the relevant charitable trust as part of Pro Corda's reporting requirements. Any reports must be submitted to Pro Corda within one month of the course ending. You accept liability for the full course fees if this is not adhered to.

Failure to fill out this form in its entirety will prejudice your application for a bursary.

#### Declaration

I/we the undersigned, accept all of the conditions set out in this document. I/we declare that, to the best of my/our knowledge and belief, the information given is correct and it is a true representation of my/our financial circumstances. I/we authorise Pro Corda to disclose and discuss with relevant third parties any information provided on this form.

Father's signature	
Mother's signature	
Date	

## **BURSARY APPLICATION GUIDELINES**

Pro Corda has limited funding for bursaries which will only be given in cases of real financial need.

When a bursary form is returned to Pro Corda, it is independently assessed by a sub-committee of Trustees in charge of bursary allocations in consultation with the CEO and Artistic Director. It may be necessary to seek further information or clarification from applicants prior to a decision being made.

Bursaries are means tested and the information you provide in this form will help with the assessment.

As far as possible, parents/guardians are urged to seek sponsorship for their children from other parties and the following notes may be of some assistance:

- In many parts of the country, there are small local trusts that have been set up specifically for the benefit of local gifted children or those in need. There is a useful search facility on the Charity Commission website ([www.charity-commission.gov.uk](http://www.charity-commission.gov.uk)).
- Sometimes local firms or businesses are prepared to allocate funds for charitable purposes. It is worth approaching them personally, especially if you know a director or owner.
- If you receive the offer of help from a tax paying individual or company, please ask them to make all payments direct to Pro Corda. This will enable Pro Corda to claim the tax back on the amount paid through use of the Gift Aid or other scheme.
- Bursary applicants are encouraged to approach Awards for Young Musicians ([www.a-y-m.org.uk](http://www.a-y-m.org.uk)). Applications are generally available from October each year and can be downloaded from their website.