



King Edward's

WITLEY

Bursary Preliminary Enquiry Form

INTRODUCTION: Before a formal application for Foundation Bursary assistance can be assessed, all applicants are required to provide us with full details of their family income and assets, with full supporting documents. This can be quite time consuming. However, we are able to give a *preliminary indication* of whether a bursary might be available and at what possible level, if we are given indications of the family's total income and assets. Supporting documents would not be required at this initial stage.

Preliminary Application: In order to receive a preliminary indication of whether a Foundation Bursary might be available and at what level, applicants should complete the pupil's details below, and provide the outline income and assets figures requested overleaf.

Letter to the Headmaster: When returning this preliminary form, please enclose a confidential letter/statement to the Headmaster explaining as clearly and as fully as possible, the social boarding need of your child or, for day pupil applicants, the need for your child to receive a King Edward's style of education and why a Foundation Bursary will be required.

CHILD'S DETAILS - Please complete all sections in BLOCK CAPITALS

Surname:

Forenames:

Sex: Male: Female: Date of Birth:

PARENTAL INFORMATION

First Parent or guardian names(s) (Mr/Mrs/Ms/Miss/Dr/other - please specify):

Relation to child: (mother/father/both/other - please specify) _____

Address: _____

County: _____ Country: _____ Postcode: _____

Home tel: _____ Work tel: _____

Mobile tel: _____ Email: _____

Occupation: _____

Marital status:

- Married
 Separated
 Separated (never married)
 Divorced
 Single
 Widow/widower
 Partners (not married)

Second Parent names(s) if at different address (Mr/Mrs/Ms/Miss/Dr/other - please specify):

Relation to child: (mother/father/both/other - please specify)

Address: _____

County: _____ Country: _____ Postcode: _____

Home tel: _____ Work tel: _____

Mobile tel: _____ Email: _____

Which parent(s), has legal responsibility for the applicant?

- Both
 Father
 Mother
 Other (please state) _____

GROSS INCOME

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Please show the total gross annual incomes to the nearest £1,000 - earned income (without any deductions for Tax, National Insurance, Pension Payments etc), investment income, benefit income (including tax credits) and maintenance payments - for all people who contribute to the family finances:

Name:	Name:	Name:	Name:
Relationship to child:	Relationship to child:	Relationship to child:	Relationship to child:
Earned income: £	Earned income: £	Earned income: £	Earned income: £
Income from investments / property: £	Income from investments / property: £	Income from investments / property: £	Income from investments / property: £
Income from benefits including tax credits: £	Income from benefits including tax credits: £	Income from benefits including tax credits: £	Income from benefits including tax credits: £
Maintenance / other payments: £	Maintenance / other payments: £	Maintenance / other payments: £	Maintenance / other payments: £

Total Gross Income: £

GROSS ASSETS

Please tick the appropriate sum below, to show the approximate total value of everything owned by the family: houses, vehicles, business, savings, valuables etc. (Please do not make any deductions for mortgages or other debts but show them separately below.)

£0 - £50,000	<input type="checkbox"/>	£50,000-£100,000	<input type="checkbox"/>	£100,000-£150,000	<input type="checkbox"/>	£150,000-£200,000	<input type="checkbox"/>	£200,000-£250,000	<input type="checkbox"/>
£250,000-£300,000	<input type="checkbox"/>	£300,000-£350,000	<input type="checkbox"/>	£350,000-£400,000	<input type="checkbox"/>	£400,000-£450,000	<input type="checkbox"/>	£450,000-£500,000	<input type="checkbox"/>
£500,000-£550,000	<input type="checkbox"/>	£550,000-£600,000	<input type="checkbox"/>	£600,000-£650,000	<input type="checkbox"/>	£650,000-£700,000	<input type="checkbox"/>	£700,000+	<input type="checkbox"/>

Value of mortgage: £

Value of other debts: £

Brief description of property / accommodation:
(e.g. semi-, detached, terrace, no. of bedrooms etc)

DEPENDANTS

Please show the names and ages of all dependant children and other dependant relatives living with the family:

Name:		Age:		Please tick:	Boy	Girl	Adult
Name:		Age:		Please tick:	Boy	Girl	Adult
Name:		Age:		Please tick:	Boy	Girl	Adult
Name:		Age:		Please tick:	Boy	Girl	Adult
Name:		Age:		Please tick:	Boy	Girl	Adult

APPLICATION FORM

Have you already applied for a place at King Edward's and paid the £150 registration fee (using the separate application form)?

- Yes, application already sent
 Yes, application enclosed
 No

Please return to this form, enclosing the confidential letter/statement to the Headmaster, to:

Bursaries & Charities Officer, King Edward's School Witley, Petworth Road, Wormley, Godalming, Surrey GU8 5SG
 Tel: 01428 686761 Email: bursaries@kesw.org

Bursary Preliminary Enquiry Form and Bursary Application Form

The School is very aware that in submitting these Forms you will be providing a great deal of **Personal Information**.

How will we use the information provided on these Forms?

- All data entered on these forms is done so voluntarily and will be kept strictly confidential and held on a database with restricted access by authorised personnel only.
- In respect of the Preliminary Enquiry Form, if any information is not provided the School may not be able to indicate if a Foundation Bursary might be available or at what level. In respect of the Bursary Application Form, if any information is not provided, it may jeopardise or delay your application.
- The information provided will be submitted to the Bursary Awards Committee that considers all bursary enquiries and applications.
- If you have, or you subsequently, submit a Pupil Application Form, all the information provided will be used by the School during the Admissions and Bursary Application processes.

Further detail is provided in the **Privacy Notice for Parents** which together with a separate **Privacy Notice for Pupils** is available on the School's website. In respect of the Privacy Notice for Parents your attention is specifically drawn to "**How and why does the School collect and use personal information**" including Financial Information and the sharing of personal information with third parties. This applies to prospective and existing parents in respect of Bursary Enquiries and Applications. How the information provided by prospective parents on the Pupil Registration Form is used is also detailed on the Privacy Notice for Parents.