**Gibson Fleming Awards – Application Form**

*Please complete and return to the Principal’s PA for the Principal’s Approval*

## Purpose

Gibson Fleming Awards are intended to assist pupils to get the most out of the opportunities offered at Elizabeth College by getting involved in curricular and co-curricular activities which they may otherwise consider unaffordable. The level of any award will relate both to an assessment of the extent of anticipated costs and the financial circumstances of the recipient’s family. They are not intended to subsidise fees. All Awards will be considered on a case by case basis and are subject to the availability of funds.

The type of activities that might qualify for an Award are:

* Where a pupil has been selected on merit to represent the College (eg a sports team).
* An activity and/or trip deemed important to support a pupil’s academic/educational development (eg an academic trip).
* A co-curricular activity where the pupil has been identified as notably talented.

All Gibson Fleming Awards are for one year only but may be renewable.

## Means Testing

Gibson Fleming Awards are means tested and full financial information should be submitted on the Elizabeth College means-testing form which is available from the College website. This information should be provided separately to the scheme administrator in confidence and will only be used to assess eligibility for a Gibson Fleming Award.

The means-testing process will determine the proportion of the activity costs which may be covered by a Gibson Fleming Award, subject to the overall award limits which are reviewed from time to time. In general, a household with a total gross income of under £35,000 (including a 5% charge on capital assets over £500,000) can expect to receive up to a full award depending on the anticipated costs of the activity. Awards to households with a gross income above this level will only be made subject to the availability of funds and grants to household with total gross income of over £80,000 will only be made in exceptional circumstances.

## Approval

All applications should be supported by a relevant member of the College staff and approved by the Principal.

## Timescales

Applications are considered by the Trustees on a termly basis and applicants will be notified of the decision in due course. If a request is urgent, please ensure that this is identified on the form and that all means testing information is supplied with the application.

## Application Process

Please complete this eform then print, sign and forward to the appropriate member of Elizabeth College staff for endorsement and signature.

The endorsed form should be submitted to Mrs Samantha Potter, Principal’s PA, for the Principal’s comments and approval. It will then be passed to the Administrator of the Gibson Fleming Awards Scheme for review by the Trustees.

The means testing form and tax information should be separately forwarded for the attention of the Finance Bursar Mrs Katie Wallen.

# CANDIDATE

## Personal Details

Full Names Click here to enter text.

Address Click here to enter text.

Date of Birth Click here to enter. College Number Click to enter.

Year Click or tap here to enter text. Tutor Group Click to enter.

Previous Schools Attended Click here to enter text.

## Summary of Interests and Achievements

# FAMILY

|  |  |  |
| --- | --- | --- |
| Father |  | Mother |
| Full name  Click here to enter text. |  | Full name  Click here to enter text. |
| Email address Click here to enter text. |  | Email address Click here to enter text. |
| Address (if different to applicant)  Click here to enter text. |  | Address (if different to applicant)  Click here to enter text. |
| Occupation/Employer  Click here to enter text. |  | Occupation/Employer  Click here to enter text. |

### Other members of immediate family

Name and age

Click here to enter text.

# ACTIVITY TO BE SUPPORTED

|  |  |
| --- | --- |
| Description of activity including both regular, annual or one-off events | Estimated cost pa |
| Click here to enter text. | £ |
| Click here to enter text. | £ |
| Click here to enter text. | £ |

# ANTICIPATED BENEFIT OF THE ACTIVITY TO APPLICANT

# PARENT APPROVAL

I agree that details of my child’s academic performance and other information from Elizabeth College records may be passed on to the Trustees of the Gibson Fleming Trust in support of this application.

Signed by Parent/Guardian

|  |
| --- |
|  |

Name Click here to enter text. Date Click here to enter a date.

# ENDORSEMENT BY RELEVANT MEMBER OF ELIZABETH COLLEGE STAFF

Staff Member Name

Staff Member Signature

# PRINCIPAL’S COMMENTS AND RECOMMENDATION

Principal’s Signature