



Brockenhurst College

#ThinkBrock

2026/27 Guide to Applying for Student Bursaries



You can apply for a bursary which could cover free meals, textbooks, childcare and travel support through the College website by clicking the link below or scanning the QR code with your phone camera.

<https://www.brock.ac.uk/sixth-form/support-and-bursaries/>

The bursary application needs to be completed by the learner.

If you are using a smartphone, please ensure you allow pop up windows whilst completing the application.

If you have any queries, please email bursary@brock.ac.uk, ensuring to include the full student name and student number in the email subject line.



How to apply for all Bursaries and Free College Meals

APPLY HERE

Please note that during the peak application period in August and September, it may take up to four weeks to process your application. Therefore, we suggest you apply as soon as possible. Once your application has been processed, we will send you full details of your award.

Please consider the following factors when applying:

- You can only apply for a bursary once you have applied for a course and have a student ID number.
- You will need to provide your bank account details.
- You will need to upload supporting evidence of household income.

Please refer to our bursary application guide before emailing bursary@brock.ac.uk for support.

Bursary application guide




Registering/Logging In

If this is your first time applying for a college bursary, you will need to **‘Register’**.

Returning users of the Bursary Portal should use the **‘Login’** option.

Your **‘Student Number’** is a 6-digit number provided in college correspondence / as printed on your student ID.

Your date of birth must be in “dd/mm/yyyy” format (e.g. 15/08/2008) and passwords should be a minimum of 8 characters.

 Brockenhurst College

Welcome to the Bursary Student Portal

Please use this portal to apply for a bursary from Brockenhurst College for the 2026/27 academic year.

Applicants, please 'Register' / returning students, please 'Login'.

Register

Applicants require a student number to register for the bursary portal (generated when submitting your college application). If you do not know this number, please e-mail studentservices@brock.ac.uk with your name and DoB.

If you were awarded a 2025/26 bursary, please use the Login option (not Register) below to start your 2026/27 bursary application (all bursaries are awarded for a single academic year only).

Student Number:

Date of birth:

Password:

Confirm Password:

Login

New applicants will need to register for a 2026/27 bursary before logging in. If you were awarded a 2025/26 bursary, please login below with your student number, date of birth and your password and complete a new, 2026/27 application (all bursaries are awarded for a single academic year only).

Student Number:

Date of birth:

Password:

Forgotten your password?

If you have forgotten your password, please click here [Login](#)

[Register](#)



Brockenhurst College

Activating your new account

Once registration is complete, an activation email will be sent the personal email address provided with your application to the college. The activation email will also be sent to your college email address (for current students).

Once your account is active, please use the 'Login' option and proceed with your bursary application.





Starting your Bursary application

Darth Vader 2026 - 2027 Home

MENU

- Home
- Bursary <
- Logout

Welcome Darth

Welcome

Welcome to the student portal. To apply for bursary funding, please follow the instructions below.

[Click here to proceed with your application for funding](#)

Recent Documents — ×

Document	Produced
No documents found	



This page displays your personal and course information.

If the information is correct, please select the campus you are primarily studying at and then press 'Next'.

If your address is incorrect (i.e. will not match the address on the evidence of income you will be providing), please contact our Student Services team and provide updated information. The team can be reached on 01590 625555.

Please wait for the details to update (typically overnight) before proceeding with your bursary application.

Financial Support Application

Please note the following important information: You should read the Bursary Fund Guidelines to make sure you are eligible to apply. These can be found at: <https://www.brock.ac.uk/sixth-form/bursaries-financial-support/>

Please complete all sections of the form and make sure you provide us with copies of the evidence we need.

Your application will not be assessed without the correct evidence. The budget we have available is limited so we cannot guarantee that we will be able to provide you with the financial support you request. Payments of all bursaries are dependent on you maintaining attendance of 90% or above on all your courses and behaving appropriately in College

Personal Details

Below are the details we have on file for you. If anything is incorrect, please notify the college as soon as possible by emailing enquiries@brock.ac.uk and include your student number. Please note that all requests for changes must be sent from the student (not the parent/guardian) email address on file.

Date of Birth:	01/01/2007
Address:	Brockenhurst College Lyndhurst Road BROCKENHURST
Post Code:	SO42 7ZE
Student Number:	183124
Forename:	Darth
Surname:	Vader

Courses

The courses you have applied for or have withdrawn from in the current academic are shown below.

Course	Starts	Status
Level 3 Business	08/09/2025	Inactive
Level 3 Business	08/09/2025	Inactive
Level 3 Business	08/09/2025	Inactive

If you know the name of the Campus where you will be located, please select it from the list otherwise leave it as selected

Brockenhurst College

Please click on the Next button to proceed if the information above is correct. If there are discrepancies please inform the college as soon as possible by e-mailing enquiries@brock.ac.uk and include your student number.

Next >>



Eligibility Questions

You, the student, must answer all questions on this page.

Your answers will determine the evidence requested on the following page(s).

Please select the statements which apply to yourself and then click "Next".

MENU

Home

Bursary

Application

Documents

Logout

Eligibility questions

We need to know a little more about your circumstances. Please answer the following questions. Your answers to these questions will go towards determining your eligibility for bursary funding. Once you have answered all the questions, click Next to continue

Do any of the following categories apply to you (the student)? **Required**

- I (the student) am currently in care (local authority or foster care)
- I (the student) was in care for at least 13 consecutive weeks after the age of 14
- I (the student) receive Universal Credit in my own name
- I (the student) am an Asylum Seeker
- None of the above

Who do you (student) live with? **Required**

- Parent(s)
- Legal Guardian(s)
- <19 and living independently from Parent(s) or Legal Guardian(s)
- Partner/Spouse
- 19+ and living independently
- Other

Please select all current sources of household income that are applicable. Evidence of all current income received in your household will need to be provided in the next section. **Required**

Please select all that apply

- Income from Employment AND Universal Credit
- Income from Employment but NOT in receipt of Universal Credit
- Income from Self Employment AND Universal Credit
- Income from Self Employment but NOT in receipt of Universal Credit



Evidence of Income

If your household is in receipt of Universal Credit (UC), we will require full statements from the last 3 months (see following pages).

If you (the student) or your household have started receiving UC only recently, and do not have three statements, please **also** provide alternative evidence detailed below.

If your household is not in receipt of Universal Credit, we will assess your eligibility for a bursary on alternative evidence of income:

Employed	Last 3 months payslips (or 2026 P60) for all parent(s)/carer(s) in the household
Self Employed	Most recent self assessment or audited accounts
Pension	Pension Award Letter

If you are In Care or a Care Leaver, please instead provide your official Proof of Care Status Letter, as provided by your Social Worker.



Universal Credit Statement

Please do not screenshot or photograph the UC statements.

UC statements must be provided as a PDF (instructions below) with each file providing a full statement detailing:

- Payment period
- Claimant name(s) and full address (this must match the address we have on file for the student)
- All allowances and payments for the claimant circumstances
- All deductions (e.g. reflecting earned income)
- Total UC payment for the month

UC evidence that does not meet the above criteria, will not be accepted, and your application will be placed on hold.



Downloading Universal Credit Statements

Please follow the instructions below to download your UC statements (parent/carer unless student claims UC in own name)

1. Log in to your **Universal Credit Portal**
2. Select **'Home'**
3. On the section of **'What happens next'**, please select **'Payments'**
4. Scroll to **'Statements'** (repeat the following steps for each statement, saving 3x PDF in total).
5. Press **'Print this Statement'** (typically displayed as a button at the top of the webpage)
6. On 'Destination' / 'Printer Options' select 'Save to PDF' (typically the top option on the drop down within the printer dialogue - a printer does not need to be connected to the device to access this menu).
 - If using an Android device, you may need to "Select a Printer" to access the option to save as PDF.
 - If using an Apple device, you may need to click the 'Share' icon and then "Save to Files" to save as PDF.
7. Save the files to your device and name each appropriately e.g. "UC - June 2026"



Your Universal Credit Portal

Your payment

Your next payment day is **27 August 2026**

Go to **payments** for more details.

[Report a change](#) >

Tell us if your circumstances have changed. Examples include your work situation, health or relationships.

[Make a journal entry](#) >

Record your activity, let us know about appointments and send or receive messages.

[Payments and advances](#) >

View your payments, apply for an advance or check how much you owe.

Payments and advances

[Payments](#) >

See statements of what you've been paid and how it was calculated.

[Advance payments](#) >

Apply for an advance or check how much you owe.

Statements

Your statement explains your payment and how we worked it out. Select a statement from the list to view.

View statement by pay date

[27 July 2026](#) ←

[27 June 2026](#)

[27 May 2026](#)



Payments

 [Print this statement](#)

Joe Blocks

1 Lodge Drive, Brockenhurst, SO42 7ZE

Assessment period: 30 June to 29 July
2025

Your payment this month is

£899



Beta This is a new service: your feedback will help us to improve it.

[< Back](#)

Payments

[Print this statement](#)

Joe Blocks
1
LODGE DRIVE
BROCKENHURST
SO42 7ZE

Assessment period: 30 June to 29 July 2025
[Need help understanding your assessment period?](#)

Your payment this month is

£616



8/1/25, 10:01 AM Payments - Universal Credit **Universal Credit**

GOV.UK

Payments

Joe Blocks
1
LODGE DRIVE
BROCKENHURST
SO42 7ZE

**Assessment period:
30 June to 29 July 2025**

Your payment this month is
£616
This will be paid by 8pm on 5 August 2025

What you're entitled to

Standard allowance You get a standard amount each month. You said you're single	£400.14
Children You get support for 2 children	£631.81
Total entitlement before deductions	£1,031.95

What we take off (deductions)

Take-home pay Take-home pay is what's left after tax, National Insurance and any pension contributions have been deducted.	- £415.68
Earnings reported by your employer	£1,439.79

<https://www.universal-credit.service.gov.uk/statement/64c8345d-136d-4ab3-857a-95060f34028d> 1/5

Print 5 pages

Destination Save as PDF

Pages All

Layout Portrait

More settings

Save Cancel

Please ensure the PDF includes all pages of the statement (typically 4-6 pages in length).

Please name each downloaded file to reflect the month of assessment

e.g. for an assessment period of '30 June to 29 July 2026', name the file 'July 2026'.



Uploading Evidence

1. Log on to your PayMyStudent (PMS) portal.
2. When you reach the 'Evidence of eligibility' page, you will be prompted to upload evidence for appropriate sources on income (as selected on the previous application stage)
3. For Universal Credit (UC), please upload all 3x downloaded PDF copies of your UC statements (you can browse your files by selecting 'Click here to upload...' as below / drop your files into the upload box on the pop-up) and then click 'Next'

Evidence of eligibility

If you have access to a scanner or a smart phone or other digital camera, you can take copies of the required documents and upload them here.


Below is the list of evidence required based on your criteria selections and other information provided. Any document that you add that meets our requirements will show with a green tick in this list below. You can add evidence which is not shown as required and it will still show in the list below but without a green tick.

Once you have uploaded evidence, the documents can be removed from the list as well providing your application has not already been processed

Question: Please select all current sources of household income that are applicable. Evidence of all current income received in your household will need to be provided in the next section.

Your answer: Universal Credit

All of these evidence documents are required:

[Click here to upload your Full Universal Credit award statements \(last 3 months full statements are required\)](#) 

Please provide full statements from top to bottom, showing all allowances and deductions that are used to calculate the final payment amount. Statements are accessible from the Universal Credit online account.



Adding Bank Details

Bank details

In order to be able to provide you with the financial support provided by the bursary funds we will need your bank details. Your bank account number and sort code will be validated when you click on Next. Please make sure the details you enter are correct.

We encrypt all bank account numbers for security reasons and so will only ever show you the last 4 digits of your account number once the details have been saved. If you do not have a bank account or cannot provide your bank details right now then please leave all the fields blank and just click on Next

Sort Code	Account Number	Bank Name	Account Holder Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

[Click here to make changes to your bank details](#)

Please click on the Next button to proceed

Please populate with your sort code, account number and the account holder name and then press 'Next'.

Bank details should be the student's bank account. A parent/carer account can be provided where you (the student) do not have an account in your own name.



Declaration

Please check the information on the declaration page is correct and confirm by ticking the box.

Free College Meal (FCM) Reminder:

Effective September 2026, all students from households in receipt of UC will be eligible to apply for FCM (i.e. income threshold removed and eligibility criteria significantly expanded). All students, including returning students and 2025/26 FCM claimants, must now apply/reapply for FCM each academic year as part of their online bursary application (the current automatic FCM-enrolment ceases July 2026).

If you would like the college to assess you for FCM, please ensure you have selected one of the FCM options within the (e.g. "Bursary Support & FCM") for the "Support Requested" question before submitting your bursary application.

Bursary applications must be completed by the student. **Please digitally sign the application by inputting your name to the 'Student Signature' field.** Your parent/guardian will also need to input their name to the provided 'Parent/Guardian signature' field (where under 19 at the start of your programme of study).

When complete, press 'Submit application'. You will receive a response from our assessor regarding the outcome of your application, within 4 weeks.