



Subsidised Travel Scheme for Students aged 16-18 2010/11

You should not use this form if you are already in this travel scheme.

A renewal form will be sent to you in June/July.

Please complete in BLOCK capitals and send your completed form to:

Student Tickets, Amey, BCC Client Transport, County Hall, Aylesbury, Bucks HP20 1YZ.

Tel: 0845 3708090

ABOUT YOU

Surname

First & Middle Name(s)

Date of Birth

Male

Female

Home Address

Postcode

Home Telephone Number

Mobile Number

Email

Did you have a Statement of Special Educational Needs in Year 11?

Yes

No

If yes, which school did you previously attend?

Office Use Only

Statement Checked Yes No

Signed _____

ABOUT YOUR COURSE

Name of school or college (and site, if this applies) where transport is required

If this is not a catchment school or the nearest college offering the course, you must complete PANEL A over the page

Full title of course or 'A' level subjects you will be studying

Please state qualification, level and subject (e.g. BTEC National Diploma in Art)

Please state course length and which year of the course you will be studying in

Course Length Course Year or School Year
(1, 2 or 3 Years) (1st, 2nd or 3rd) (12 or 13)

How many days will you be attending each week? _____ days. State which days you will be travelling (if known):-

Mon Tue Wed Thu Fri

PETROL ALLOWANCE

Would you like to apply for petrol allowance?

Yes No

If you would, do not send any money with this application. We will let you know whether we have agreed your request. If we have agreed, Client Transport will send you a claim form at the end of each term. We will take your contribution of £2.75 a day from your claim.

Please note that if there is a bus contract in place to a school, petrol allowance is very rarely agreed.

Office Use Only

Agreed/Refused by _____

Most Appropriate _____ Age

Bucks

Full Time

Eligibility Code _____ More than

3 miles

Photo Scanned

Please attach a passport-sized photo here

Your Payment

Please tick which period you want the ticket for:
(only one period can be ticked)

- 1) The Whole Academic Year (£427)
- 2) Whole of the Autumn Term (£180)
- 3) First half of the Autumn Term (£93)
- 4) Second half of the Autumn Term (£93)
- 5) Whole of the Spring Term (£169)
- 6) First half of the Spring Term (£87)
- 7) Second half of the Spring Term (£87)
- 8) Whole of the Summer Term (£100)

How are you paying?

- I have enclosed a cheque or postal order made payable to 'Buckinghamshire County Council'
- By Credit or Debit Card (complete below)

Please Note: 1. We do not issue tickets for mornings & afternoons only for this travel scheme. 2. We do not accept card details over the telephone.

Paying by Credit or Debit Card

The Cardholder must complete this section

Please charge the cost of the ticket to my Debit Card, MasterCard or Visa Card (delete as appropriate)

Card Number:

Expiry Date: Maestro Issue No:

Name of Cardholder: _____

Address of Cardholder: _____

Signature of Cardholder: _____

Automatic Renewal

Normally, your ticket will come with a renewal slip for the next term. However, if you are paying by credit or debit card, you can apply for automatic renewal of the Spring and Summer Term tickets now. We will charge your card when we issue the tickets. This will be about 2 weeks before the start of the relevant term.

Please note, that this option is only available if you are applying at the beginning of the Autumn term (September 2010 or before) and you are paying by credit or debit card for a termly ticket.

Please tick the box below, if you would like to apply for automatic renewal:

Your Benefits

Are you (or the parent/guardian you live with and depend on) receiving any of the following benefits? If so, please tick the relevant benefit and send a COPY of the required paperwork detailed below with this application form:-

<u>Benefit</u>	<u>Proof Required</u>
Income Support	<input type="checkbox"/> Your most recent entitlement letter
Income-based Job Seeker's Allowance	<input type="checkbox"/> Your most recent entitlement letter
Child Tax Credit (unless you also claim Working Tax Credits) with an income of less than £16,190	<input type="checkbox"/> Your Award Notice Form TC602 from HM Revenue & Customs for April 2010 – April 2011) – page 1 and page that shows your annual income
Income-related Employment & Support Allowance	<input type="checkbox"/> Your most recent entitlement letter
Incapacity Benefit	<input type="checkbox"/> Your most recent entitlement letter
Guarantee element of State Pension Credit	<input type="checkbox"/> Your Pension Credit M1000 Award Notice
Support under part VI of the Immigration & Asylum Act 1999	<input type="checkbox"/> Your Home Office Immigration papers

Please note that in order to be valid, all benefit paperwork must be dated within the last 6 months. If you do not have any recent paperwork for Income Support, Employment Support Allowance or Job Seekers Allowance, please let us know in writing when you are returning this application form and we will send you a benefit form to complete.

Additional Benefit Check (Free School Meals Entitlement)

An additional check for fee waiver that we can use is your entitlement to free school meals. This is dependent on you receiving the correct benefits. In order for us to check your entitlement we will need the following information from the **person receiving the benefit:-**

National Insurance Number:

Date of Birth: / /

First 3 letters of your Surname:

Panel A Travel to somewhere other than your catchment school or nearest college

If you are applying for help with transport to a school or college which is not the nearest college or your catchment school offering the course (or broadly similar course) please explain clearly why you need to go to this particular school or college. (If you require more space for this section please use the space overleaf)

**If your catchment school or nearest college was not able to offer you a place,
please enclose a copy of the refusal letter.**

Panel B Your preferred method of travel

Please state which method of travel you prefer and which stop (or stops) you would board. (If you require more space please use the space overleaf)

Important note:

Although you can say which method you prefer, we will decide how you will travel. This may mean that transport:

- will be limited to a specific service;
- will only be available at the start and end of the normal academic day: and
- may change during the academic year

If you expect to have to travel before 0730 (7:30am) or after 1845 (6:45pm) to meet the requirements of your course, please explain why and give us the times at which you will have to travel and the days which are involved.

Declaration

I understand that if I give you false information or abuse the travel facilities in any way, I may lose my entitlement to subsidised travel and may be prosecuted. In these circumstances I understand you will have the right to claim back any costs you have paid as a result, I understand that you will check the information I have provided.

Signed (Student): _____ **Date:** _____

Received Admissions & Transport	<u>Office Use Only</u> Bus boarding point: Bus Contract Number: Rail Stations:
Received Client Transport	Rail Contract: RAIL <input type="checkbox"/> PHOTOCARD <input type="checkbox"/> Additional Comments:

Please use this page if you did not have enough space overleaf

Panel A (Cont)

Panel B (Cont)