



Student Bursary Programme Application/Renewal Form

This Rockbrook Park School Student Bursary Application Form shall be read in conjunction with the Student Bursary Programme Policy.

The family /parents / guardians of a student applying for bursary support shall complete **Part 1** and **Part 2** of this Application Form in full and sign the declarations.

Part 1 of this form will also be available to the School management.

For **Part 2** detailed confidential financial information on the family finances is requested. This information will be kept strictly confidential and will be available and assessed only by the Patrons' Bursary Committee established by the school's trustees, by the finance manager of Rockbrook Park School and/or by any financial consultant employed by that committee for this purpose. This information will not be shared with any other member of the school staff.

GDPR: All data will be controlled at all times to ensure confidentiality and will be handled in accordance with GDPR requirements.

Bursary Application submission contents:

Part 1 submission shall contain:

1. The signed application and declarations.
2. The sealed envelope containing the Part 2 submission.

Included

Part 2 submission, in a separate sealed envelope, shall contain:

3. The completed Part 2 Financial Information of this application form;
4. Copies of Revenue income and tax payment declaration (e.g., Employment Detail Summary / Statement of Liability; or self-assessment summary section of Form 11) for both parents / guardians from the last 2 years.

Submission: Your bursary application should contain the completed application form, Parts 1 and 2. Part 2 and its accompanying documents should be in a separate sealed envelope, marked with *your name* and the words '*Bursary Application Part 2*'). The whole application in one envelope should be sent to:

Patrons' Bursary Committee Chairman
Rockbrook Park School
Edmondstown Road
Dublin 16.

Deadline:

22 December 2022

Interviews:

Candidates may be requested to attend for an interview.

Decision Communication:

The Patrons' Bursary Committee will notify applicants of their decision as soon as is possible.



Student Bursary Programme – Application/Renewal Form

PART 1 APPLICATION & DECLARATIONS

I/We are applying to the Bursary Committee for financial support through the RPS Student Bursary Programme to help send our son(s) to Rockbrook Park School.

Student details

First Name:	Surname:	Class

DECLARATIONS

1. I have read the school's Student Bursary Programme Policy and I understand that the bursaries awarded under this programme are voluntarily refundable on an honour-bound basis solely, without legal obligation. I understand also that it is left to the bursary recipients themselves to decide whether their circumstances have changed sufficiently to make equivalent refunds in whole or in part possible, and to make refunds when this is so.
2. If our family is awarded such a bursary I accept this refunding obligation as set out above in No.1.
3. I also understand that all refunds are returned to the Bursary Fund to be used to fund future student bursaries.
4. I declare that all the information and financial data given and documentation furnished by me in this bursary application are true and correct, to the best of my knowledge, information and belief.

	Mother / Guardian 1 (Delete as appropriate)	Father / Guardian 2 (Delete as appropriate)
<i>Signature</i>		
Name & surname		
Home Address		
Eircode		
Mobile Number		
Email address		
Date		

PART 2 FINANCIAL INFORMATION – Confidential

	Mother / Guardian 1	Father / Guardian 2
Name(s)		
Date of Birth		
Number & Age of Dependents		
Occupation		
Permanent (Y/N) if N please clarify		
Employer		
Length of Service		
Annual Gross Basic Income		
Self Employed Details – include: <ul style="list-style-type: none"> • Nature of business, • Time in operation; • Turnover & • Nett Profit for last 2 years • Self-assessed tax (Y/N) 		
If ‘Self-Assessed tax’: attach a copy of ‘Revenue’s Form 11 tax Return Summary’ for two most recent years.	Year: Year:	

Please provide details of properties including your home that you own

Property Address	Approx. Value (€)	Mortgage Balance (€)	Repayments (€ monthly)	Rent monthly €	For Sale (Y/N)	Year mortgage d’down	Arrears? If so, how much?

For your properties that are currently on the market, please provide details including current asking price & length of time on the market:

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Other Assets (include shares/investments/deposits)

Details	Balance (€)

Financial Commitments (e.g. all loans including credit cards, overdrafts, store cards)

Borrower's Name	Purpose of lending	Balance (€)	Repayments (€ monthly)	Date account opened e.g.(MM/'YY)	To be Re-structured (Y/N) *	Arrears? If so, how much?

Family Income (Monthly)	€	Evidence attached (Y/N)
Salary/Wages		
Unemployment Benefit		
Family Income Supplement		
Children's Allowance		
Retirement Pension		
Invalidity/Sickness Benefit		
Carer's Allowance		
Health Board		
Mortgage Interest Subsidy		
Maintenance		
Rental Income		
Dependent's Contribution		
Other Income (Please specify)		
TOTAL INCOME €		

Family Outgoings (Monthly)	€	Letter of loan/repayment/other evidence attached (Y/N)
Mortgage/Rent		
Credit Union Loans repayments		
Bank/Finance Loans repayments		
Maintenance Payments repayments		
Credit Card Payments		
Any Other Credit repayments		
Groceries / provisions		
Electricity		
Gas/Oil		
Petrol		
Cable TV		
School and/or Crèche fees		
Phone		
Travel		
Other outgoings (Please specify)		
TOTAL Outgoings €		
TOTAL Income €		
Balance €		

Any further information:

Please include any particular circumstances or any other relevant information with regard to your son or family you consider would be helpful to the Bursary Committee in carrying out their assessment.

Applicant Signatures

Mother / Guardian 1

Father / Guardian 2

Date _____
