

POST 16 TRAVEL SCHEME APPLICATION FORM FOR 2017 /18

Subject to eligibility, GUARANTEED seats are only available if completed forms are received by the 31st May

Student Surname _____ Date of Birth ____/____/____
 Student Forename(s) _____ Tel. No. _____
 Address _____
 _____ Post Code _____

School/Establishment _____

Campus Address & Post Code if applicable _____

Subjects to be studied and Qualification level if applicable _____
 (Please be as specific as possible)

DETAILS OF PERSON PAYING FOR THE TRANSPORT

Title Mr/Mrs/Miss/Ms Forename(s) _____ Surname _____
 Address _____ Town _____
 County _____ Post Code _____
 Tel. No. _____ Mobile No. _____

Email address (please write clearly)

Signature _____ Date _____

I have received and understood the accompanying "Travel Scheme for Post 16 Students Guidance Notes"

Print name _____

HAVE YOU PREVIOUSLY PURCHASED TRANSPORT FROM NORTHAMPTONSHIRE COUNTY COUNCIL?

YES ☐ CUSTOMER NUMBER _____ NO ☐
 (this is located on any previous invoice)

Parents and students are asked to read and adhere to the "Code of Conduct" which can be found at www.northamptonshire.gov.uk along with the "Post 16 Transport Policy".

I accept the "Code of Conduct" _____ Date _____

Signature of Student/Parent/Legal Guardian

Print name _____

OFFICE USE ONLY

Receipt/Log Date	Ack. Sent	Benefit Documents	50% Reduction	N/Q Letter
Cont. No	Student ID	FSM	Free	Date
Service No	Chosen Name	DES Number	Description/Boarding Point	Pass No.
		Sec		Euclid Request Date

DETAILS OF PARENT/LEGAL GUARDIAN (IF DIFFERENT FROM OVERLEAF)

Title Mr/Mrs/Miss/Ms Forename(s) _____ Surname _____
Address _____ Town _____
County _____ Post Code _____
Tel. No. _____ Mobile No. _____

Email address (please write clearly)

Signature _____ Date _____
I have received and understood the accompanying "Travel Scheme for Post 16 Students Guidance Notes"

Print name _____

ARE YOU APPLYING FOR FINANCIAL SUPPORT? (Please tick) YES ☐ NO ☐

- To apply for financial support, please check your eligibility in accordance with the accompanying "Travel Scheme for Post 16 Students Guidance Notes". It is essential that you enclose complete documentary evidence to support your application. No financial support will be considered without this evidence therefore the full cost will be applied until these documents are received and your entitlement confirmed. When sending your Tax Credit Awards for April to April relevant to the academic year, please ensure you enclose all pages of the original document.

ARE YOU IN RECEIPT OF FREE SCHOOL MEALS? If you are, you may qualify for financial assistance

(Please tick) YES ☐ NO ☐

The information you supply may be verified with the School or the Free Schools Meals Team. To apply for Free School Meals please visit their website at www.northamptonshire.gov.uk

If you are on low income or in receipt of free school meals, you may be entitled to bursary funding which is available from the establishment attended. Please note that this is not administered in this office

PAYMENT DETAILS

If your application is successful, you will receive an invoice prior to the start of the academic year for the full cost of £600, if the yearly payment option has been chosen, or on a monthly basis over a six month period for £100 each month where the monthly payment option has been selected. **NB. Refunds will not be given if the pass is no longer required so please consider your options very carefully prior to submitting this form as you will be liable to pay the full cost even if transport is no longer required**

Details of where to direct your queries in relation to the charge and methods of payment will be shown on the reverse of your invoice. Regrettably, we are unable to process or check any payments in this office.

PAYMENT OPTIONS Year ☐ Monthly ☐
(please tick required option to pay) (1 invoice of £600) (6 invoices of £100 each)

PLEASE NOTE THAT ONLY FULL DAY PASSES ARE AVAILABLE

PLEASE COMPLETE EACH SECTION OF THE ABOVE FORM AS FAILURE TO DO SO WILL RESULT IN THE FORM BEING RETURNED TO YOU THUS DELAYING THE PROCESSING OF THIS APPLICATION

Please email the completed application form to transportapplications@kierwsp.co.uk

Alternatively, you may post the completed application form (please allow 5 working days for delivery) to:

Northamptonshire Highways
Post 16 Transport
Floor 4, Riverside House
Riverside Way
Bedford Road
Northampton
NN1 5NX

NB. PLEASE NOTE THAT AN ACKNOWLEDGEMENT WILL NOT BE SENT UNLESS REQUESTED WHEN SUBMITTING THIS APPLICATION FORM