

9. Submit receipts or proof of purchase along with name, address and details of which college or school you attend at the end of each term. If receipts are received after the deadline they will not be processed.

**Term**                      **Deadline for submitting receipts**

Autumn/Winter	31st January
Spring	30th April
Summer	31st July

**Refunds will only be considered from the term in which the application is made.**

e.g. If you do not submit your application form until February refund will only be considered from the Spring term.

**Declaration**

I understand that North Tyneside Council may store, keep and use all information I give them in order for them to provide the appropriate services required. This includes the contents of this form.

I understand that:

- (i) North Tyneside Council may share this information with other professionals where relevant and necessary. I understand that North Tyneside Council may also use this information for the wider purpose of statistical data to help monitor their service and/or determine general areas of need.
- (ii) Any personal information you give to us will be processed in accordance with the UK Data Protection Law and General Data Protection Regulation 2018. North Tyneside Council may use the information relating to your application for travel assistance, and may also share the information with other bodies, for the purpose of the prevention or detection of crime or the assessment or collection of any tax.

I confirm that:

- (iii) I am the Learner or Parent/Carer identified in this application.
- (iv) I agree to inform North Tyneside Council of any changes that may affect eligibility.
- (v) The information provided is correct to the best of my knowledge.
- (vi) A new application must be submitted each academic year for Post 16/19 learners.

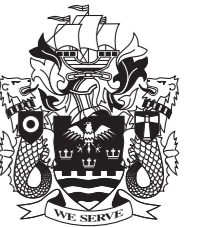
Signed \_\_\_\_\_ Date \_\_\_\_\_

Please print name (BLOCK CAPITALS) \_\_\_\_\_

If you wish to make an enquiry or have any concerns over the completion of this form please contact us on (0191) 643 8726 or email: [hometoschooltransport@northtyneside.gov.uk](mailto:hometoschooltransport@northtyneside.gov.uk)

# Application for Post 16 Student Travel Support

Academic year 2018/19



North Tyneside Council

To be completed by students age 16-18 who will be attending a full-time course at a college of further education, who reside in North Tyneside and whose home address is more than 3 miles (by walking distance) from the nearest college providing the course.

**Student Details**

Name Mr/Mrs/Miss Surname  Forename(s)

Date of Birth    Age on 1 September 2018

Permanent postal address

Post Code  Telephone Number

College/6th form  Course

If attending Tyne Metropolitan College, which site

Please state whether course is  full time  part time

Please ask your college or 6th Form to certify your attendance by stamping this box

Distance between home and college (one way)  miles

Method by which student will travel

a Metro from  station  
to  station

b Bus from stage point   
to stage point

Service number(s)

Have you lived abroad during the last three years, preceding 1 September 2018

Yes  No

If yes how long have you lived outside the United Kingdom?    Years                      Months                      Days

Are you entitled to remain permanently in the United Kingdom ?    Yes  No

If you are not a British Citizen will you on the 1st of September have any restrictions on the period of your stay here under the Immigration Act 1971?

Yes  No

If you were born outside of the UK when did you last enter the country?

Do you hold refugee status?                      Yes  No

If yes you must submit the original letter from the Home Office which confirms that you have been recognised as a refugee.

### Declaration

**The information I have given on this form is correct and complete. I have read the notes and understand the terms and conditions of the Student Travel scheme.**

Name and full postal address of your Bank or Building Society                      Name(s) of Account Holder(s)

Bank/Building Society	<input type="text"/>
Address	<input type="text"/>

Bank/Building Society Account Number	Branch Sort Code	Roll Number - Building Society accounts only
<input type="text"/>	<input type="text"/>	<input type="text"/>

Signature of Student                                            Date

Signature of Parent/Guardian                                            Date

Parents Name (please print)                     

### Guidance notes

1. Students attending a college of further education or 6th form who are resident in the North Tyneside area should only complete this form.
2. Student must be attending a full time course of study and travelling 3 miles or more between their home and nearest Further Education College or school providing the course.

**If the course you attend is available at a college nearer to your home travel assistance will be calculated to the nearest college.**

e.g. If you are attending Newcastle College and the course you attend is available at Tyne Met College and Tyne Met is closer to your home travel will only be considered from home to Tyne Met.

3. Applicants must be aged 16 and under 19 on 31st August 2018.
4. Confirmation of continuing attendance will be sought from the college or school at the end of each term before payment is made.
5. The scheme provides reimbursement of 50% of the standard commercial price of the Network One Student Ticket or Nexus Metro Student Card
6. Reimbursement will be made by BACS payment to the applicant. The applicant must provide photocopy of travel ticket or proof of purchase.
7. Reimbursement is calculated in respect of term time only and is based on the most appropriate use of travel resources and the cheapest ticket option available to the home to college.

**The number of travel zones is calculated using the most direct route even though this may not be the most convenient route or the route that you use.**

No payment is made in respect of travel to alternative sites or placements even if they are part of the course.

8. Please return this Application to:

The Access Team  
Commissioning and Investment  
Quadrant East, Floor 3  
Cobalt Business Park,  
NE27 0BY

Tel: 0191 643 8726

*(continued overleaf)*