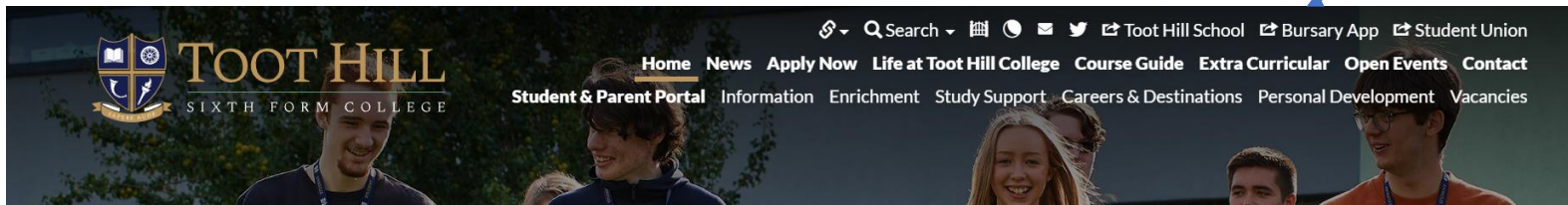
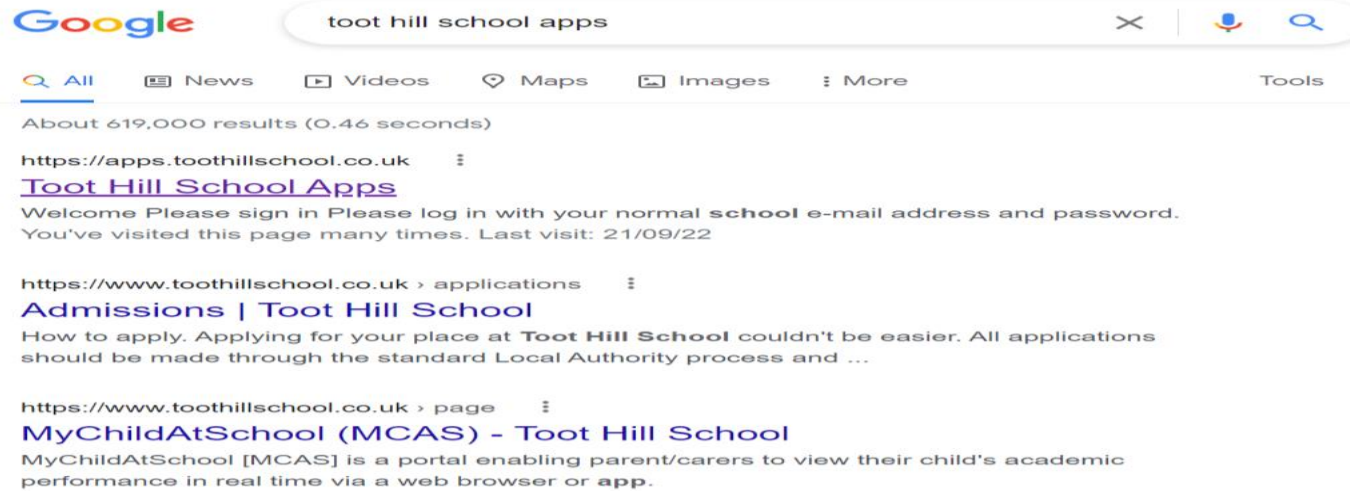


# To make a claim on the bursary:



Once you have had your bursary amount approved, you can either click the link on the email, or, to make a claim at any point in the year, you can find the app via googling 'toot hill school apps' or by clicking the link on the homepage

***Your child should log in using their email and password.***



Click on the college bursary app.

Student Apps



COLLEGE  
BURSARY



TRS





College  
**BURSARY**

## CLAIMS FOR 2022-2023

[+ Add claim](#)

*i* Claims are currently open for the 2022-2023 cycle and close on 30th July 2023.


Submitted	Category	Details	Amount	Frequency	Annual Total	Evidence	Decision	Awarded
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Select the blue button 'Add claim'.

You can do this as many times as you need.

Providing there is evidence, and a genuine need, we will be able to approve this.

HOME | TOOT HILL SCHOOL APPS  
 College Bursary > Claims



College BURSARY

Claims are currently open for the 2022

Submitted	Category

Type

Bus to/from college

Details

For example, depending on type, please give the following details, or similar:

Add name of bus, and start and end point.  
 If a textbook, which one and for what subject.  
 If food tech ingredients, please add name of dish.

Please give full details of your claim to allow us to process it efficiently.

Please enter the amount you are claiming below and, if this is a recurring payment such as transport fares, select how often this amount is paid. Recurring payments will be paid automatically on a **monthly** basis after your initial claim. Once approved you will see all scheduled payments in your list of approved claims.

Amount

£

Frequency

Once only

Total for Year

Receipt / Invoice / Evidence

Select files ... [Browse ...](#)

When making a claim, please select type from the drop down. Then add details. Please be specific. Examples/guidance is in the box.

If it is a one off payment, such as a text book, select once only. If it is a recurring payment, such as monthly amount needed for the train/bus, please type in the amount you pay for the train/bus and select frequency as how often this amount is paid. E.g. £4 daily. Then please upload the evidence such as receipts, screen shot of payment or order, or evidence of cost such as an invoice. You can return to make claims throughout the year up to the amount rewarded.

Decision      Award