



**ACS**  
**INTERNATIONAL**  
**SCHOOL**  
**COBHAM**

## Bursary Award Criteria

### Eligibility and Procedure for Applications

To be considered, the applicant must meet the award admissions eligibility criteria both financially and academically as follows:

1. Must be aged 11+ (Grade 6/UK Yr7), 13+ (Grade 8/UK Yr9) or 16+ (Grade 11/UK Yr12) by start date
2. Without financial assistance you would be unable to afford the full fees - awards are made between 10% to 100% of full tuition fees
3. You and your child must be resident in the UK with the right to remain
4. Your child is suited for an international education through to university and meets our current Bursary Award Criteria
5. Must be able to successfully access our curriculum
6. Must be within a reasonable commuting distance to reach your chosen campus
7. Current parents whose financial circumstances have significantly changed

### Application Submission and Review

Student applicants will be considered as candidates for a bursary award and admissions place at the school upon the school's receipt of both an online admissions application with all the relevant supporting documentation together with a completed bursary application form. Any current ACS parent should submit the completed financial application form (separate online application not required). In assessing a student's suitability for an award, attention will be given to the school reports and teacher references of each applicant. In addition to the students' current achievements, selected candidates will be invited to an interview and then potentially an assessment stage. These are also contributing factors that will be taken into consideration during the review process.

All parents are required to complete a confidential bursary application form (the 'form') in support of an application for an award that seeks to establish the financial circumstances of the applying family. The form requests details of both parents' income, outgoings, assets and liabilities. The form must be completed accurately and in full. All statements and declarations made in this form must be substantiated with documentary evidence upon request. A home visit by Bursary Administration Ltd will be arranged to verify applications and report to ACS.

### Student and Parent Interviews

Following submission and review of application documents, selected families are invited to student and parent interviews with the Bursary Committee. This is a good opportunity for you to ask any questions and for the Committee to review which candidates they believe have the most potential and would benefit from the learning environment offered at ACS.

### Assessment and Suitability

The Bursary Committee assesses all applications and consider a number of factors when making the judgement as to the justification for the award. In the main, the child's suitability for, and likely contribution to the school, is the first consideration in granting a place.



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As bursary funds are limited, priority will be given to those students the Bursary Committee determine will be the best fit for an ACS education. It is recognised that judgements about what sacrifice a family should make to pay school fees will be personal. However, the school has a duty to ensure that all bursary awards are carefully and comprehensively considered and so, as well as current earnings, other factors will be considered in determining the appropriate level of award which will include but are not limited to:

- The ability to improve the financial position or earning power of the family
- Value of any assets and equity
- Maintenance payments, alimony payments or any other contribution made to household costs by other, wider family members, absent parents, any adults unrelated to the child or by outside sources
- Where fees are being paid to other schools (or universities) the award will take these into account along with other outgoings

The decision of the award committee is final and whilst taking into account the needs of the students and parents applying, will also consider the needs of ACS within financial and capacity constraints across the different schools and year groups, for the current and future years of the programme.

### Acceptance

The offer of a place will be made subject to availability and the student applicant and the parents satisfying the School's bursary admission requirements. On receipt of a bursary award and admissions place, parents are required to review the documents enclosed with the offer letter before accepting any award offer and place.

### Annual Review

Each award will be subject to annual review to reflect both any changes in a parent's financial position and the school's ability to fund the award. Parents will be required to submit an annual questionnaire.

### Contact Details

For more information on how to apply for a bursary to ACS Cobham, please contact:

#### **Kate Boswell**

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