



General Application Guidance for Students

2026-2027

Please ensure you have read our 2026 - 2027 guidance document below prior to starting your application on our website.

You will need to complete your application for financial assistance from the 16-19 Bursary Fund via our online PayMyStudent portal, which you can access via our college website. Please note that you must always use the link provided on our website to access the bursary portal.

Your parent(s)/guardian(s) will need to be present when you complete your application, as we will require them to provide details and evidence of household income.

Register
If you are enrolled at the College, or have made an application, please use your student number to register below.

Student Number:

Date of birth:

Password:

Confirm Password:

Before you can complete your application, you will first need to register for an account. To do this, you will need your Student ID Number (which is the six-digit long number that will begin with either 24/25/26) and your date of birth.

You will also be required to create a password under the 'Register' section of the website, as seen below.

Students starting year 12 in September 2026 will be emailed their college ID number and information on how to access their college email prior to the 16-19 Bursary Application portal opening for the new academic year applications.

An email will then be generated and sent to your college email account. You will need to activate your account by clicking on the link contained within the email. You cannot begin your application until you have activated your account. Please be sure to check your junk and spam folders if an email has not been received.

Login
If you have already registered then please enter your student number, date of birth and your password.

Student Number:

Date of birth:

Password:

[Forgotten your password?](#)

After activating your account, you will be able to complete your application by logging into your account using your student ID, date of birth and the password you created in the previous step. If you haven't automatically been redirected, please return to the PayMyStudent home page to enable you to fill in your details and log in as shown below.

2022 - 2023

Welcome!

Welcome to the 16-19 Bursary student portal. To apply for funding, please follow the instructions below.

[Home](#) [Help](#) [Feedback](#)

[Click here to proceed with your application for funding](#)

Stationery

Do you need financial assistance with Stationery? Please complete this questionnaire. [View](#)

Subject Specific Equipment & Resources

Do you need financial assistance with subject specific equipment and resources? Please complete this questionnaire. [View](#)

Once you are logged in you will see the below screen. Please click on the link in the blue box to begin your application.

You will then see a screen containing the following sections, please make your way through these questions.

Section 1: Personal details

Please review your personal details and click 'Next' if they are correct. If any of your details are incorrect please email bursary@kedst.ac.uk

Section 2: Parent/Guardian Details

Please complete all required fields for one of your parent(s)/guardian(s). If you have parent(s)/guardian(s) who live in different households, please provide details for the parent/guardian of your main residency. If you live independently, please put your own (the student's) details into this section.

Section 3: Eligibility questions

Please ensure you answer all questions, with your parent(s)/guardian(s) present to ensure accurate and true responses.

Section 4: Evidence of eligibility

It is essential that full and correct evidence of all household income is submitted. The documents you are required to supply are listed in this section of your application. Please note we will need the full document to be provided. You can do this via uploading screenshots or taking pictures of your evidence. You should also have the opportunity of uploading multiple documents for one evidence type if required (e.g., 3 Universal Credit statements for the Universal Credit evidence).

Section 5: Bank Details

You will need provide your own bank details. We are unable to accept parent/guardian bank details.

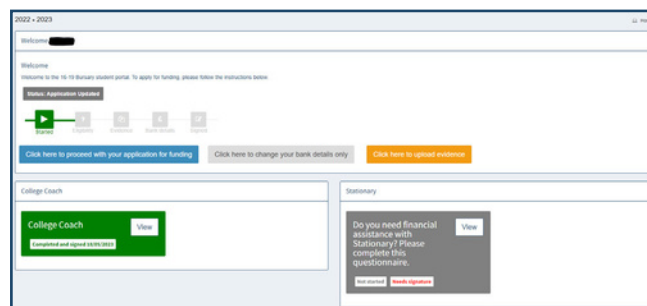
Section 6: 16-19 Bursary Application Summary

Please review all the answers you have provided for your application. If there is anything you need to change, please use the 'Back' function at the bottom left of this page and make any changes.

Once you are happy that all details provided are correct, please scroll to the end of the page where you will find your 'Declaration'. It is essential that both yourself and your parent(s)/guardian(s) read this declaration very carefully as by signing and submitting the application all parties are agreeing to the terms set in the declaration.

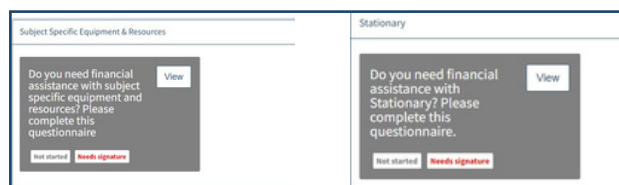
Section 7

Once you have submitted this part of your application, you will be prompted to complete the next section of your application related to the financial assistance that we will be able to provide (if you are assessed as eligible for financial support). The questions available for you to complete are based on the answers you provided in your application. Please ensure you complete all questions available by clicking 'View' and then 'Click to start'. You will need to provide an answer to all questions and then click 'Sign and Finish' to submit your answers to us. This will prompt you to sign to confirm your answers and allow you to click to submit. Clicking 'Save and Exit' will only save your answers, and therefore will not be submitted to us. We cannot proceed to process your application until you have submitted your answers to all available questions. Questions that have been answered and submitted will be highlighted in green on your portal home page as seen below. This example is for a student that suggested they would need to use the College Coach in order to get to college.



Section 8

You will find 2 additional questions on your portal home page related to 'Stationary' and 'Equipment/Resources'. We ask all students to view and submit an answer to both of these questions. When you have provided your response, click 'Sign and Finish' to submit your answers to us. This will prompt you to sign to confirm your answers and allow you to click to submit. Clicking 'Save and Exit' will only save your answers, they will not be submitted to us. If your answers to these questions have been submitted to us they will change to green on your portal home page.



Once you have completed all items contained above your application will be complete.

The Bursary Team will aim to assess your application as soon as possible, however due to high levels of demand it may take a few weeks for your application to be processed. Your patience at this time will be gratefully appreciated. If you are due to start Year 12 in September 2026, please be advised that your eligibility will not be confirmed until the weeks following GCSE results day.