**Entitlement for Cycling Allowance:**

Please note that a student can only claim for a cycling allowance if attending their nearest post-16 centre and live more than three miles walking distance from home as measured by the nearest available unimpeded route.

Financial support will only be available for students living in low income households who meet the Council’s qualifying criteria.

In order to qualify for low-income financial support you, or a member of your household, must be in receipt of one of the following:

- Income Support
- Income Based Job Seekers Allowance
- Income Related Employment and Support Allowance
- Support under Part IV of the Immigration & Asylum Act 1999
- Guarantee element of State Pension Credit
- NHS Tax Exemption certificate (a photocopy of the card clearly stating the expiry date will be required)

**You must supply a copy of the relevant low income benefits with each application for cycling allowance**

The full Post 16 policy can be found on our website: [www.cambridgeshire.gov.uk/education/transport](http://www.cambridgeshire.gov.uk/education/transport)

**How to apply:**

- Fully complete the form overleaf, in CAPITAL LETTERS.
- Complete a separate cycling allowance for each student.
- Ensure the school/college complete section two, failure to this will result in your application being rejected.
- **Enclose a copy of your relevant low income evidence with the form**

**Note:**

- Cycling allowance payments are £40.00 per term.
- From April 2018, payments can only be made by BACS, so please ensure you complete bank account information on the form.
- Retrospective payment can only be considered for the current academic year.
## Section 1

| **Student Name** |  |
| **Date of Birth** |  |
| **Address** |  |
| **Postcode** |  |
| **School/College attending** |  |
| **Term Claiming for**  
(tick applicable) | **Autumn** | **Spring** | **Summer** |
| **Bank Account Number** |  |
| **Sort-Code** |  |
| **Account Holders Name** |  |
| **Account Holders Address**  
(if different to above) |  |
| **Email Address** |  |
| **Contact Telephone Number** |  |
| **Parent/Guardian Signature** |  |
| **Date** |  |

## Section 2

I certify that the above named student has attended school/college through the current term and he/she has cycled to school/college daily throughout this term and is not in receipt of a season ticket.

**School/College**  
(to be stamped and verified by school/college)

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**Please send completed forms to:**

Social and Education Transport Team  
Box Number SH1013, Shire Hall  
Cambridge, CB3 0AP