



**Lebanon Evangelical School**  
for Boys and Girls      Loueizeh - Baabda

Loueizeh - Baabda - Lebanon  
P.O. Box : 45-108 Hazmieh  
Tel : 05 924 090 | Fax : 05 924 089 | Email : admin@lesbg.com  
www.lesbg.com

# Application for Financial Aid

Academic Year 2019 - 2020

Deadline for submission  
Monday 15<sup>th</sup> April 2019

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For Official Use Only :

Family Name	
Asked	
Given	

# Instructions and notes for filling in this application form

- This application should be filled in by the parents and the student.
- Filled applications should be submitted, with relevant documents, to the Administration Office IN PERSON on OR before Monday 15<sup>th</sup> April 2019.
- Should any information given in this application be found to be false, no financial aid will be given.
- An appointment for an interview with one of the parents may be made to help the Administration assess the student's needs. Interviewed parents should produce official identification documents and provide relevant information regarding the family's financial status. It is the responsibility of the parents to arrange for this interview at the Administration Office.
- Only school fees are eligible for Financial Aid.
- Please note that an important part in the determination of the granting of Financial Aid is the behaviour and conduct of the student in question.
- There are a number of important papers that are required with this application. Please make sure that all the documentation is produced with the application form or we will be unable to process the application and your request will suffer as a result.
- **Please be aware that if any of your children have a conduct mark less than 80% it is probably not worth applying for Financial Aid.**

## Section Zero : How much?

In this section you will be required to say how much financial aid you are applying for.

Student's Name and Class (the class that they will be in 2019-2020)	Full School Fee	Financial Aid Required

## Section One : Student Information

One of these forms must be filled in for every student in the family that attends the school. If you have more than one child in the school then you need to PHOTOCOPY this sheet and attach it to the form using a staple (NOT a paper clip). Please note that you do NOT have to fill in the Home address on the extra sheets as we will assume it is the same.

Student		of		(eg. Student 1 of 4)
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Name	Family	First	Middle	Photo
Date of Birth	Day	Month	Year	

Place of Birth		Gender (tick)	Male [ ]
Nationality			Female [ ]

Home Address			
Email			
Phone Numbers	Home	Mobile	

\* Note 1 : Please include a photocopy of the child's ID.

\* Note 2 : Please include a copy of the latest marksheet for the student. This will usually be marksheet 4 of the present year.

## Section Two : Parents Information

	Father	Mother
Name		
Profession		
Please tick	<input type="checkbox"/> self employed	<input type="checkbox"/> self employed
	<input type="checkbox"/> employed	<input type="checkbox"/> employed
	<input type="checkbox"/> unemployed	<input type="checkbox"/> unemployed
Occupation		
Address (if different from student)		
Phone (Landline)		
Mobile		
Email		

### Section Three : Information on brothers and sisters outside the school

Name	Age	Education/Occupation (*Note 3)	Annual Tuition Fees or Income (*Note 3)

\* Note 3 : If student specify the name of the School/University with tuition fees  
If working specify the name of the Company with income

## Section Four : Family Income for the Past Two Years (\$)

	Past Year _____			Current Year _____		
	Gross Salary		Other Benefits	Gross Salary		Other Benefits
Income of :	Monthly	No. of Months		Monthly	No. of Months	
Father						
Mother						
Other family members :						
Monthly Retirement Salary, Benefits, if any						
Interest on Savings						
Other Income						
Explanation						
Total Annual Income	\$ _____			\$ _____		

\* Note 4 : Any income that you receive from properties that you own (declared in Section Five) should be recorded on this sheet.

\* Note 5 : Please include a salary attestation, at least for the current year.

## Section Five : Assets (\$)

Total Savings	\$ _____				
Owned Properties	Location	Real Estate No.	Year Purchased	Areas (sq. metres)	Estimated Present Value
----- Business					
Home(s)					
-----					
Resort(s) : Mountain					
----- Sea					
Other Building(s) :					
No. of floors : _____					
Other Land(s) :					
No. of lots : _____					
Family Cars  (Including student's)	Owner	Make	Model/Year	Year Purchased	Present Value
Total Estimated Value	\$ _____				

\*Note 6 : Please include photocopies of the papers of any car recorded on this sheet.  
Please include photocopies of the purchase papers of any house recorded on this sheet.

## Section Six : Family Annual Expenses (\$)

Rent	
Travel	
Education	
Salaries for Household Help (e.g. housekeeper, cook, security, driver)	
Medical Insurance Premium for the Family	
Other, specify  _____	
Total Expenses	\$ _____

## Section Seven : Previous Financial Aid (Past Three Years)

Please write below details of any financial aid given by the school over the past three years :

Year	Amount
2018 - 2019	Example : Fadi : 350,000 LL, Amal 670,000 LL

## Section Eight : Other Sources of Financial Aid

Please list here other sources of Financial Aid, if you have any. Please note that if you do NOT list them here but are discovered to be using them in the middle of the year, your Financial Aid from the school will automatically be cancelled. For example : Army, Bank, Police....

Source	Amount (either in LL or %)



## Section Nine : Any Other Information.

Note this is the most important section. It can be completed in Arabic or English though English is preferable.

Please use the space below for any additional information which you feel will assist the Administration Office in assessing your need. If you need to continue on a separate sheet, please indicate that here and attach the sheet.

## Section Ten : Declaration

We hereby declare that all the above information is true, accurate and complete.

We also understand that this application will not be processed if not fully completed and that the student who gets financial aid based on incorrect information will have to pay it back.

We authorise the School to verify all statements contained therein by any means it deems necessary. We waive any claim to privacy or confidential information that might arise out of the inquiry conducted by the School for purposes of verifying data stated in this application or during the interview.

We further undertake to inform the School of any positive change as soon as it happens if it affects our financial status as presented above.

Parent's Name	
Parent's Signature	
Date	