



International Christian School FINANCIAL AID APPLICATION FORM 2019-2020

Instructions:

1. Complete **ALL** parts and sign this application form
2. Enclose **ALL** documents as follows:
 - (i) Letters of employment confirmation for the applicant and spouse,
 - (ii) Recent 3 months' payslips for the applicant and spouse,
 - (iii) Recent tax return for the applicant and spouse (For Hong Kong employment, please provide Salaries Tax Computation / IR56B),
 - (iv) For Applicants employed by Sponsoring Missionary Agencies: A letter certifying the relationship with the Sponsoring Agencies
For Applicants who are Missionaries, Pastors, Christian Workers or Bible College/Seminary Students:
 - (a) A letter from applicant's organization or school certifying that the applicant is in good standing with the organization or school,
 - (b) A signed Statement of Faith of applicant's organization or school identifying its faith and practices are consistent with the Statement of Faith of International Christian School (ICS), and
 - (c) A statement documenting the principle roles of the applicant and ministry-related activities performed or the applicant is enrolled on a full-time basis in a Bible College or Seminary
3. Send this form and the above documents to Head of Finance – Finance Office, International Christian School, 1 On Muk Lane, Shek Mun, Shatin, N.T. and must be submitted by **April 15, 2019**.

The School Finance Committee will review all applications and inform the application results in writing. Financial Aid must be **re-applied** for and reviewed by the Committee each year. All the information provided is kept strictly confidential.

Part A: Applicant Information

Applicant Name: _____ Job Title: _____
Last, First, Middle

Spouse Name: _____ Job Title: _____
Last, First, Middle

Address: _____

Home Phone: _____ Office Phone: _____

Mobile Phone: _____ Email: _____

Category under which you are applying for financial aid (check one):

<input type="checkbox"/> Sponsoring Missionary Agencies	<input type="checkbox"/> Missionary or Pastor
<input type="checkbox"/> Christian Worker	<input type="checkbox"/> Bible College/Seminary Student
<input type="checkbox"/> Other	



Part B: Student Information

Please list the names and grades of children to be enrolled at ICS in 2019-20 school year.

- 1. _____ Grade: _____
- 2. _____ Grade: _____
- 3. _____ Grade: _____
- 4. _____ Grade: _____

Part C: Other Family Members

Living in the same principal residence, including child(ren) under 25 years old who is/are living apart and receiving full-time education.

Name	Age	Job Title	Relationship with Applicant
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Part D: Annual Family Income

a) Applicant & Spouse Income

	Applicant	Spouse
Annual Salary (Include Employee's MPF contribution, Bonus)	_____	_____
Other sources of income (Gifts, property rental, investment dividend, bank interests, etc.)	_____	_____
Additional allowances		
Housing ¹	_____	_____
Utilities ¹	_____	_____
Vehicle	_____	_____
Education	_____	_____
Others: _____	_____	_____
Total income	_____	_____

b) Other Family Members Income (living in the same principal residence)

	Name:	Name:
Annual Salary (Include Employee's MPF contribution, Bonus)	_____	_____
Other sources of income (Gifts, property rental, investment dividend, bank interests, etc.)	_____	_____
Additional allowances		
Housing ¹	_____	_____
Utilities ¹	_____	_____
Vehicle	_____	_____
Education	_____	_____
Others: _____	_____	_____
Total income	_____	_____

¹ For applicant who lives in residence being provided as benefit of employment, please estimate the annual rent and utilities paid by employer minus the annual rent and utilities paid to employer by applicant.



Part E: Capital Assets (including Hong Kong and other off-shore assets)

I declare and certify that my family total net assets (including savings at bank, investments, lands & properties, and valuable possessions) are:

- less than or equal to HKD 7,500,000 more than HKD7,500,000

Part F: Additional information

Please state the amount of Financial Aid you would like to apply for and any other information relevant to the application.

Part G: Declaration

I declare and certify that all the above information is true and accurate to the best of my knowledge and understanding. I am aware that International Christian School (ICS) will rely on the information provided by me to determine the eligibility and the Financial Aid to be offered under the Financial Assistance Program. I also understand that any omission/misrepresentation of information with a view to obtain pecuniary advantage by deception is an offence and is liable to legal proceedings; and I will not be entitled to any Financial Assistance.

I understand and authorize ICS to handle the personal data/information provided in this application for the following purposes:

- (a) Activities relating to the processing, administration and counter-checking of the application.
- (b) Activities relating to the recovery of Financial Aid awarded to the applicant in error.
- (c) Statistics and research related to the Financial Assistance Program.

I give consent to ICS to release my and my family members' personal data to various authorities concerned for the purpose of processing my application or verifying the information provided in this application.

I agree to let ICS check and counter-check this application through the request for supplementary documentary evidence, home visits, verification with the applicant's employers and various authorities concerned, or any other means. During such visits, the staff of ICS may need to seek clarifications on the information provided or additional information. The applicant and his/her family members are requested to co-operate with the staff. Intentional obstruction to the staff in the course of their verification, concealment of information or failure to provide the information/clarification as required, may lead to the cancellation and the full recovery of the Financial Aid already granted and possible court proceedings.

I also give consent to ICS to release the personal data/information provided in this application for relevant sub-committee/ officers, including but not limited to, the Week Without Walls committee and College Advisor. I also understand the provision of the data/information to the relevant sub-committee/ officer does not guarantee my eligibility for additional assistance.

Applicant Signature

Printed Name

Date (MM/DD/YY)