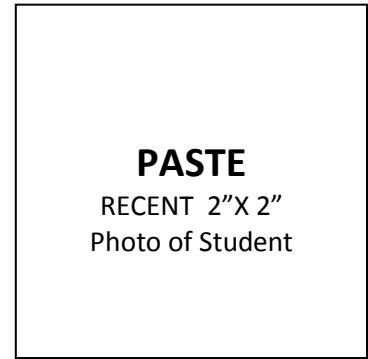




APPLICATION FORM FOR UA&P FINANCIAL ASSISTANCE

School Year: _____



PASTE

RECENT 2"X 2"
Photo of Student

Name:

(Name in Birth Certificate) Last name Given Name Middle Name

School:

(Last School Attended)

- Incoming Freshman/ Senior
- Current Student of UA&P
 - () New Applicant
 - () Renewal of Grant

To qualify for a UA&P University Grant, the student must:

- Be a Filipino citizen.
- a. Be a Senior/ Junior high school student
- b. Be an undergraduate student of the University (for current student)
- Not have any disciplinary case or pending case and must not have been suspended for any reason.
- Not be a transferee.

Instructions:

- Student-applicant and parents/guardian should accomplish this form correctly and completely.
- Put "NA" if the information asked for is not applicable to you. Do not leave any space blank.
- Avoid erasures. Countersign erasure for each item corrected. All information shall be considered confidential.
- Please attach the following requirements to this accomplished application form in **PROPER SEQUENCE** and submit to the Admissions Office.
 - 1. Recommendation Form
 - 2. Letter of request from parents or guardian justifying the reason for application.
 - 3. Income tax return of each parent indicating tax withheld on the compensation of the previous year.
 - 4. Certification of non-filing of Income Tax for parents/guardians who are not employed. (secure from BIR)
 - 5. Certification from employer of annual salaries and benefits of the applicant's parents and siblings who contribute to the family income. NOTE: Present the original upon submission of your application. Non-compliance with the required documents may be considered withholding of information.
 - 6. Billing statement for the last three (3) months – water, electricity, telephone, credit cards.
 - 7. Sketch of your residence showing directions and landmarks coming from UA&P.
 - 8. Three 3R photos of your permanent residence (full view of the whole house), dining area and kitchen (main and dirty kitchen with the refrigerator in the photo). Please paste on a bond paper.

Requirements should be complete and accurate in order to facilitate the processing of application. All documents once submitted are considered property of the University.

A. PERSONAL INFORMATION

1. School: _____
(for Current UA&P student) Year and Course: _____
2. Home Address: _____
3. Gender: () Male () Female
4. Telephone No.: _____ Mobile No.: _____
5. Email Address: _____ Birthdate (mm/dd/yyyy) _____
6. No. of Siblings: _____

B. FAMILY BACKGROUND

1. Parents' Information

Father		Mother
	Name	
	Birth Date	
	Deceased (Yes / No)	
	Permanent Home Address	
	Zip Code	
	Telephone & Fax Number	
	Cell Phone Number	
	Email Address	
	Highest Educational Attainment	
	Last School Attended	
	Occupation	
	If Self Employed, Nature of Work	
	Number of Years in Business	
	Amount of Capital Investment	
	Annual Gross Income	
	Annual Net Profit	
	If Employed, Name of Company / Employer	
	Company Address	
	Position	
	Number of Years in the Job	
	Annual Gross Income	
	Annual Additional Income (Allowances/ per Diem / Bonuses)	
	If Unemployed, Company Last Employed	
	Date and Year of Last Employment	
	Reason for Being Unemployed	

2. Siblings who are employed and earning

Name	Age	Civil Status	Highest Educational Attainment	Last School Attended	Name of Employer / Business	Annual Gross Income

3. Siblings who are studying and/or unemployed

Name	Age	Civil Status	Highest Educational Attainment	Last School Attended	With Scholarship (Yes or No), If Yes, Please Specify Type of Scholarship	Under Educational Plan? (Yes or No), If Yes, Please Specify Type

4. Indicate other dependents living with the family

Name	Relationship with Applicant	Reason for Staying with the family

5. Are there other relative/friends helping with family expenses?

Name	Relationship with Applicant	Amount and type of Contribution

6. Any family member who are under certain petition to migrate abroad? ()Yes () No
 If yes, specify who and indicate country

7. Number of persons living and working with the family

	Number	Salary per Month
Housemaid		
Houseboy		
Driver		
Gardener		
Others, please specify		

C. ASSETS

A. House and Lot (Residence)

Classification

- () Owned, Not Mortgaged
- () Owned, Under Mortgage
- () Rented
- () Living with Relatives

Type

- Condominium
- Townhouse
- Single detached

Location/Address;

Size of lot (sqm: _____)

Number of bedrooms: _____

Number of restrooms/bathrooms: _____

Date of acquisition: _____

Fair market value: _____

Number of years in residence: _____

If rented, amount of monthly rental; _____

If mortgaged, bank or agency where loan was secured. _____

Total amount of mortgage (Submit copy of receipt of payment): _____

Number of years to pay for mortgage loan: _____

B. Other Properties

	Residential	Commercial
Description		
Location		
Size (sqm.)		
Date of acquisition		
Acquired value		
Current market value		
Monthly net income		

C. Vehicles

Make	Model	Year	Acquisition Cost (Php)	Payment terms (Please Check)
				<input type="checkbox"/> Fully paid <input type="checkbox"/> Instalment <input type="checkbox"/> Monthly payment (amount _____)
				<input type="checkbox"/> Fully paid <input type="checkbox"/> Instalment <input type="checkbox"/> Monthly payment (amount _____)
				<input type="checkbox"/> Fully paid <input type="checkbox"/> Instalment <input type="checkbox"/> Monthly payment (amount _____)

D. Household items

Type	No	Date Acquired (year)	Acquisition Cost	Fully Paid? (Yes or No)	Instalment Basis (indicate number of months/years to pay)
Television					
Entertainment System / DVD or HD Player					
iPod / MP3 Player					
Gaming Gadgets: Play Station/ Nintendo, etc					
Personal Computer					
Refrigerator					

Freezer					
Microwave Oven					
Air Conditioner					
Electric / Gas Range					
Washing Machine / Dryer					
Ipad / Tablet					
Cellular Phone					
Landline telephone					

D. FAMILY'S FINANCIAL STATUS

A. Monthly Gross Family income

1. Total Compensation/Income (Father/Mother/Sister/Brother)	Php
2. Income from Business	
3. Income from Land Rentals	
4. Income from Residence/Building Rentals/Lease	
5. Retirement Pension	
6. Commissions	
7. Support from Relatives	
8. Bank Deposits: a. Savings/Current b. Bank/Placements/Investments c. Bonds/Treasury Bills d. Foreign Currency Deposit e. Stocks	
Note: Kindly indicate bank, branch, and balance of account/s as of current month and year.	
10. Others:	
TOTAL	Php

B. Monthly Gross Family Expenses

1. House Rental	Php
2. Car Loan Amortization	
3. Other Loan Amortizations (please specify)	
4. School Tuition	
5. School Bus Fares	
6. Transportation and Gasoline	
7. Educational Plan Premium	
8. Insurance Policy Premiums	
9. SSS / GSIS / PAG-IBIG	
10. Withholding Tax	
11. School and Office Uniforms and Clothing	
12. Electricity	
13. Telephone and Mobile Phone	
14. Water	
15. Cooking Gas	
16. Helper's Salary	
17. Driver's Salary	
18. Medicine	
19. Cable Subscription	
20. Internet Subscription	
21. Health Insurance Premium	

22. Doctor's Fees and Consultation	
23. Hospitalization	
24. Groceries	
25. Other Food Expenses	
26. Entertainment and recreation	
27. Other expenses, please specify _____ _____	
TOTAL	Php

- If the amount of total expenses is higher than your indicated income, kindly justify how the deficit is covered.

C E R T I F I C A T I O N

This is to certify that all information given is true and accurate. We are aware that any false data will be ground for disapproval and/or cancellation of a grant. We also authorize the school to verify the information given.

Signature over Printed name of Father

Date Signed

Signature over Printed name of Mother

Date Signed

Signature over Printed name of Student/Applicant

Date Signed



Recommendation Form for Financial Assistance

Name of Student: _____
Name of School : _____
Year and Course (for Current Student of the University): _____

INSTRUCTIONS:

To the Applicant:

- **For Incoming Freshmen/Senior high school student:** Write your name above. Give this form to any person of authority from your high school (adviser, guidance counsellor, principal, etc.) who knows your academic standing, family background and/or financial status.
- **For Current Student of the University:** Write your name above and give this form to your mentor.

To the Person Giving the Recommendation: Please fill out this form and return it to the applicant in a sealed envelope and sign on the flap. All information given will be treated with utmost confidentiality. Thank you

RECOMMENDATION

- In what capacity have you known the applicant? For how long?

- Describe the applicant's strong points or aspects for improvement as a student? As a person in general?

- Describe the financial situation of the applicant's family?

- Has the applicant been granted assistance in any form during high school?

- Is the applicant applying for other private or government scholarship grants? If yes, give details.

Recommendation:

Please check appropriate box:

- I recommend the applicant for:
 () Full Scholarship
 () Partial Scholarship: _____%

I do not recommend the applicant.

Signature over Printed name

School

Position/Designation

Date