



## **Financial Support Application** Student Affairs Office

### **Instructions:**

- Please fill out this application accurately and completely.
- Submit the Application along with all required documents to Financial Aid Office (Check deadlines on the website)
- For any inquiry please contact: **financial-aid@sgub.edu.lb**

### **Supporting Documents**

*Please submit the following Documents*

- Photocopy of recent Family Civil Extract Record (اخراج قيد عائلي)
- Employment Records needed for parents with Income certificate or Employee Income Statement Form stamped and signed (the form should include Bonus, commission, accommodation, transportation, Education...)
- If retired, a Retirement Salary Certificate or Document of Indemnity (تعويض) received from employer and NSSF (ضمان)
- Photocopies of Official Business Registration (تسجيل مؤسسة) and Income Tax Statements (تصريح ضريبة دخل) (if Self-employed)
- Photocopy of Rental Contract(s) for all rented properties (e.g. house, properties abroad ...) if any
- Photocopy of Ownership Deed of all owned properties (افادة ملكية شاملة)
- Siblings Statement of Tuition Fees (School/University)
- Photocopy of Car(s) Registration Form (دفتر سيارة)
- Bank Statement / Bank Loan Agreement(s) in Lebanon and Abroad
- Last 3 years' properties sale Document (If any)
- Any other relevant documents supporting your application (Medical report, etc..)

\*\*\*Failure to submit the requested documents by the deadline will result in the information of the Application to be considered unverified.

\*\*\*The university reserves the right to verify the authenticity of the presented documents/information

## Personal Information

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Student Full Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Mobile Number \_\_\_\_\_ Home Phone Number \_\_\_\_\_

Permanent Address \_\_\_\_\_ Major Applying to \_\_\_\_\_

Email \_\_\_\_\_ SGUB ID (If Available) \_\_\_\_\_

## Student's Academic Details

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### For Undergraduate Applicants:

#### Secondary School Attended (Grade 12)

School Name \_\_\_\_\_ Year Attended \_\_\_\_\_

Annual Tuition Fees \_\_\_\_\_

Financial Aid received \_\_\_\_\_ Source of Financial Aid \_\_\_\_\_

### For Graduate/transfer Applicants:

#### University Attended (in case of transfer/MED School Applicant)

University Name \_\_\_\_\_ Year Attended \_\_\_\_\_

Annual Tuition Fees \_\_\_\_\_

Financial Aid received \_\_\_\_\_ Source of Financial Aid \_\_\_\_\_

## Family Information

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<b>Father</b>	<b>Name</b>		<input type="checkbox"/> <b>Living</b> <input type="checkbox"/> <b>Deceased</b>	<b>Parents:</b>
	<b>Date of Birth</b>			
	<b>Phone</b>			
<b>Mother</b>	<b>Name</b>		<input type="checkbox"/> <b>Living</b> <input type="checkbox"/> <b>Deceased</b>	
	<b>Date of Birth</b>			
	<b>Phone</b>			
				<input type="checkbox"/> <b>Divorced</b> <input type="checkbox"/> <b>Separated</b>

**Siblings at School/University in Lebanon and Abroad** (excluding applicant)

<b>Name</b>	<b>Date of Birth</b>	<b>School-Class / University-Major</b> (Current Year)	<b>Name of Institution</b>	<b>Annual Tuition Fees</b>	<b>Aid Received</b>

**Other Siblings** (including all brothers, sisters and stepsiblings even those not living with family)

<b>Name</b>	<b>Date of Birth</b>	<b>Marital Status</b>	<b>Previous Education</b> (Name of Institution)	<b>Occupation</b>	<b>Assisting Family Financially</b> (Yes/No)

**Additional Family member living in the Household** (grandparents, etc...)

<b>Name</b>	<b>Date of Birth</b>	<b>Marital Status</b>	<b>Previous Education</b> (Name of Institution)	<b>Occupation</b>	<b>Assisting Family Financially</b> (Yes/No)

## Financial Information

Please provide detailed information about your family income, expenses and assets.  
The total should be converted to fresh USD

### Family Income (Yearly)

Family Member	Yearly Income	Additional Benefits (Bonus, commission, accommodation, transportation...)	Educational Benefits from Employer	Total
Father				
Mother				
Applicant (yourself)				
Siblings				
Income from Private Business / Investments, Other (Specify Source):				

**Total:** \_\_\_\_\_

### Family Expenses (Yearly)

Housing	<input type="checkbox"/> Owned <input type="checkbox"/> Rent <input type="checkbox"/> Mortgage Number of Rooms: _____ Year of Construction: _____		
Utilities (electricity, water, etc.)			
Food & other Supplies			
Transportation			
Educational Expenses			
Expenses for applicant's parents or siblings living abroad			
Applicant's Lodging while attending University	With Parents/Relatives	Rented Shared Apartment	Rented Private Apartment
Other Expenses			
<b>Total Yearly Family Expenses</b>			

## Family Assets

Bank Savings	
Real Estate (House, Land, etc...)	
Vehicles	
Other (specify)	

## Financial Support from External Sources

List sources of financial aid that you have applied for outside SGUB (foundations, associations, personal assistance, ...)

Financial Aid Sources (mention all sources if available)	
Planned/ Pending	
Amount	
Financial Aid Period	

## Special Circumstances

Please describe and provide us with proof documents of any special circumstances affecting your family's financial situation (e.g.: medical emergencies, unemployment, death of a parent, divorced parents, etc.). **If applicable**

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## Additional Information

Provide any additional information that may support your application for financial aid.

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## Certification

**I hereby certify that the information provided in this application is true and complete to the best of my knowledge and I understand that SGUB reserves its right to verify the authenticity of the presented documents/information**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent's/Legal Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_