# FINANCIAL AID APPLICATION

Academic Year: 2023-2024 Semester: Fall 2023 Campus: Byblos

| El Elliye | Salim | Emile |
|---|---|---|
| Family Name | First Name | Middle Name |

LAU ID No. 202103779 Serial No. 20205

[ ] Applying for the first time
[ X ] Reapplying

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Session No. _____

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## Instructions

**First Step:** This application should be completed carefully by **you** and your **parents** and submitted online.

**Second Step:** A printed application should be submitted, along with all supporting documents, to the Financial Aid & Scholarships Office by you or a **family member** by the following **DEADLINE: 13 MAR 2023**

**Third Step:** An appointment for an interview with one of your parents/legal guardians will be scheduled to help the Financial Aid Committee in assessing your needs. Interviewed parents should be able to provide relevant detailed information regarding the family's financial status.

**Final Step:** After the interview, the file is referred to the Financial Aid & Scholarships Committee for review. Once the Committee has reviewed your information and determined your demonstrated need, you will be notified of the FA decision by SMS.

**Important Notices:**

It is imperative to fill in all the relevant fields. Only complete applications will be processed.

After the deadline, the online application will not be accessible.

The Financial Aid & Scholarships Office **(FASO)** reserves the right to request additional information/documentation, if deemed necessary.

The Financial Aid & Scholarships Office **(FASO)** reserves the right to **cancel the allocated financial aid in case of falsification of data given by the student.**

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## LIST OF REQUIRED DOCUMENTS FOR THE FINANCIAL AID APPLICATION:

Kindly note the University reserves the right to verify the authenticity of the presented documents and/or information.

1. Applicant's recent photograph (passport size).
2. Photocopy of applicant's Individual Civil Status record "Ikhraj Kayd Fardi" OR Lebanese ID.
3. Photocopy of Recent Family Civil Status record "Ikhraj Kayd aa'li" (issued within 6 months).
4. Employment records needed for parents: (Original documents required)
   a. **If Employed by the Government,** an Official Income Certificate "Ifadet Rateb" or Payslip.
   b. **If Employed by the Private Sector**, an Employee Income Statement Form filled, signed and stamped by employer and **Bank Statements** (online statement are accepted) of all salary domiciliation accounts for the last 6 months (LBP, fresh and local dollars).
   c. **If Self-Employed**, a Self-Employed Income Statement Form should be completed and signed by the concerned parent. Photocopies of Official Business Registration "Tesjil Mouasase" and income tax statements "Tassrih Daribet Dakhel".
   d. **If Retired from the Government,** a Recent Retirement Salary Certificate "Ifadet Rateb Taqaoud" from the Ministry of Finance.
   e. **If Retired from the Private Sector**, a photocopy of an official document of indemnity "Taewid" received from employer and NSSF "Daman".
   f. **If Unemployed or Self-Employed**, a recent NSSF Certificate of Service "Ifadet Khidme" from "Daman".
5. Supporting documents should be submitted for all source of additional household income (e.g. rental income, agriculture, financial assistance from family members, income from abroad...).
6. For Lebanese and Refugees, General Security Travel Records (ifadet Doukhoul w Khourouj from Aem el Aam) are required for applicant and both parents for the last 5 years. Orginal Foreign Passport is also required for review for Non-Lebanese and Lebanes (if applicable).
7. Photocopy of recent rental contract(s) for all rented properties (e.g. house, business premises, properties abroad,...), if any.
8. Photocopy of Ownership deed "Sanad Melkiyeh" of all owned or inherited properties (e.g. resort, buildings, land, business premises...), if any.
9. Certificate of ownership "Nafee Melkiyeh" for **ALL** Lebanon in the name of each parent, father and mother, and step-parents(s) if applicable. This document is required also for **Non-Lebanese** and equivalent documents from their country (Original Document Required). This document is obtained from the Land Registry Department-Ministry of Finance located in Beirut, Khandak Al-Ghamik area, near Fouad Shehab Bridge, Moukarzel building, 9th floor.
10. Recent certificate of registration showing annual fees for each dependent child enrolled at school or university in Lebanon and abroad. If applicable, the certificate should list all financial aid received (Original Document Required).
11. Photocopy of car(s) registration form "Daftar Siyara" for each family car in Lebanon and abroad.
12. Photocopy of bank loan agreement(s) in Lebanon and abroad (if any).
13. Bank statement certificate of savings in Lebanon and abroad (if any).
14. Sale documents of any sold property if sold within the past 3 years. (if any)
15. Any additional document that would support the Financial Aid application (e.g. medical reports,certificate of job termination or end of service, divorce documents, Hasser Irith...).
16. If the applicant is married, all documents related to the spouse must be submitted (items 3 to 15).
17. The Financial Aid and Scholarships Office (FASO) reserves the right to request additional information or documentation, if deemed necessary.

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## Applicant's Information

Name

| El Elliye | Salim | Emile |
|---|---|---|
| Family | First | Middle |

PHOTO

Date of Birth: 05 DEC 2003

Place of Birth: Jounieh

Caza (as per civil record): Kesrwan

Village (as per civil record): Al Debbiyeh

Nationality: Lebanon

Other Nationality:

Gender: Male

Marital Status: Single

Applicant's Mobile #: 78918111

Permanent Family Home Address:

Country: Lebanon

City: Jounieh

Area & Street: Haret Sakher - Emmanuel Younes

Building: Fares Khalil Building

Floor: 2nd Floor

Home Telephone: 09639981

Applicant's Residence

[ ] On Campus

[ X ] With Parents

[ ] Others (specify)

Applicant's Residence Address (if different than above):

City:

Area & Street:

Building:

Floor:

Applicant's Telephone (residence):

## Applicant's Academic Information

| High School (Last 3 years) | Years Attended | | Financial Aid + Educational Benefits (if any) | Class Completed | Annual Tuition |
|---|---|---|---|---|---|
| Central College Jounieh | 2018 | 2019 | 50 | Grade 10 | 1200 |
| Central College Jounieh | 2019 | 2020 | 50 | Grade 11 | 1200 |
| Central College Jounieh | 2020 | 2021 | 50 | Grade 12 | 120 |

| University | | | Degree Earned | |
|---|---|---|---|---|
| | 2021 | | | |
| | | | | |

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## Parents' Information

### Father

Name: Emile Elliye

Year of Birth: 1967 if deceased, year of death: _____

Marital Status: Married

Mobile #: 70918718

Nationality: Lebanon

Other Nationality: _____

### Mother

Name: Arze Hage

Year of Birth: 1980 if deceased, year of death: _____

Marital Status: Married

Mobile #: 70159070

Nationality: Lebanon

Other Nationality: _____

## Applicant's Spouse Information (if applicable)

Name: _____

Year of Birth: _____ if deceased, year of death: _____

Marital Status: _____

Mobile #: _____

## Work Status for All Family Members (list all current occupations)

| Member | Status | Position | Name of Institution | Start Date |
|---|---|---|---|---|
| Father | Self Employed | Developer | Ositcom | 05/12/2008 |
| Mother | Self Employed | Graphic Designer | Ositcom | 05/12/2008 |

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

| Name | Age | School Class/University Major (Current Year) | Name of Institution | Annual Tuition ($) | Financial Aid + Educational Benefits ($) | Net Tuition ($) |
|---|---|---|---|---|---|---|
| Miryam Elliye | 21 | 4th year Computer Engineerint | Beirut Arab University | $13,000 | $13,000 | $0 |
| Emilio Elliye | 17 | Grade 12 | Central College Jounieh | $500 | $250 | $250 |

## Other Siblings (include all brothers, sisters and step-siblings even those not living with family)

| Name | Age | Marital Status | Previous Education (Name of Institution) | Previous Financial Assistance % | Occupation | Assisting Family Financially (Y/N) |
|---|---|---|---|---|---|---|

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## Family Annual Income

| Annual Income Details | | | | |
|---|---|---|---|---|
| | LBP | Local US $ | Fresh US $ | Total Income converted to Fresh US $ |
| Father's Basic Salary | 180,000,000 | | 6,000 | 8,400 |
| Additional Benefits | | | | 0 |
| Mother's Basic Salary | 100,000,000 | | 3,000 | 4,333 |
| Additional Benefits | | | | 0 |
| Step-Father's Basic Salary | | | | 0 |
| Step-Mother's Basic Salary | | | | 0 |
| Rent Income | | | | 0 |
| Income from private business | | | | 0 |
| Income from Investments | | | | 0 |
| Family Help | | | | 0 |
| Other resources<br>Specify Source | | | | 0 |
| Total Gross Income | | | | **$12,733** |
| Income Tax, NSSF &/or Coop Charges | 0 | | 0 | |
| Total Net Income | | | | **$12,733** |

| Total Bank Savings in Lebanon | Total Bank Savings Abroad | Total Cash savings |
|---|---|---|
| 0 | $0 | $0 |

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## Family Annual Expenses in US $

| Expense Details | | Annual Expense |
|---|---|---|
| Household Expenses | Food & Other Supplies | $5,000 |
| | Clothing | $1,000 |
| Utilities | Electricity+Generator Subscription | $1,400 |
| | Water + Fuel (mazout) | $600 |
| Telephone | Mobile | $1,000 |
| | Fixed + Internet | $200 |
| Cars | Taxes (mecanique) + Insurance | $150 |
| | Maintenance (brakes, oil change ...) | $200 |
| | Gasoline (benzene) | $2,000 |
| Transportation (bus, taxi, school bus ...) | | |
| House Rent | | |
| Maintenance Fees for owned house/chalet... | | $400 |
| Lodging (dorms/apartment rent ...) | | |
| Education | Net Tuition | $250 |
| | Other Fees (books, tutoring, activities ...) | |
| Medical Insurance | Company Name | CML |
| | Class | B |
| | Premium | $1,650 |
| Life Insurance | | |
| Household Help (maid, driver, ...) | | |
| Travel Expenses | | |
| Medical Expenses not covered by Insurance or NSSF | | |
| Expenses for applicant's parents or siblings living abroad | | |
| Children Allowance, Entertainment, Recreation, Membership Fees ... | | |
| Special Occasions & Gifts | | $600 |
| Other Expenses (specify) | | |
| **Total Expenses** | | **$14,450** |

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## Detailed Loans in US $ in Lebanon and Abroad

| Loan Type | Date Loan Taken | Total Amount $ | Installment Amount $ | Total # of Installments | # of Installments Per Year | Loan Source | Total Annual Payment $ |
|---|---|---|---|---|---|---|---|
| House Loan | 08/05/2011 | $100,000 | $800 | 140 | 12 | Blom Bank | $9,600 |

| | |
|---|---|
| **Total Annual Loan Payments** | **$9,600** |

| | | | |
|---|---|---|---|
| **Total Annual Net Income:** | **$12,733** | **Total Annual Expenses:** | **$14,450** |

| | |
|---|---|
| **Discretionary Income:**<br>**(Net Income minus Total Expenses)** | **-$11,317** |

Expenses should not be greater than income, kindly modify income or clarify in the space provided below how discrepancies are being covered:

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## Assets (for all immediate family members living with family)

### All Owned Properties in Lebanon and Abroad (even if mortgaged)

| Asset Type | # of Floors | # of Owned Shares | Location | Real Estate Lot # & Section # | Inherited Y/N | Rented Out | Year Purchased/ Inherited | Area (Sq.m.) | Estimated Present Value ($) |
|---|---|---|---|---|---|---|---|---|---|
| Home | 1 | 2400 | Lebanon Jounieh | 882 B11 | No | No | 2000 | 110 | $60,000 |
| Business | 1 | 54 | Lebanon Jounieh | 800 39 | No | No | 2011 | 110 | $50,000 |

### Family Vehicles in Lebanon and Abroad (even if mortgaged, including the applicant's car)

| Owner | Type | Make (Kia, BMW...) | Model Year | Year Purchased | Estimated Present Value ($) |
|---|---|---|---|---|---|
| Mother | Car | bmw | 2006 | 2014 | $3,000 |
| Father | Car | toyota | 2016 | 2016 | $4,000 |

## Declaration Statements

**Educational / External Assistance Declaration Statement**
(employment educational benefits, relative, foundations, ...)

[ X ] I hereby declare that I am not receiving any external educational financing nor have I applied for educational assistance from any source other than the Lebanese American University. I further commit to declare to the Financial Aid and Scholarships Office any aid that I receive during the year as soon as I receive it or any commitment is made to grant it.

[ ] I hereby declare that I am receiving educational assistance from a source(s) outside LAU (Substantiate by submitting relevant documents):

| | Amount | Source |
|---|---|---|
| Educational Benefits | _____ | _____ |
| Family Assistance | _____ | _____ |
| Other Foundation/Sponsors | _____ | _____ |

## Additional Information Required

Sibling in Grade 12 [ X ] Yes Lebanese University
Sibling(s) at LAU [ ] Yes Name(s):
ID#:

Please use the space below for any additional information which you feel will assist the Financial Aid Committee in assessing your need.

I am writing to inform you that my financial situation has become more challenging since last year after the dollarization of the tuitions and it was really hard for us to pay. I am humbly requesting that you consider my situation and provide me with increased financial aid support this year.

[ X ] We certify that the information provided in this application is complete and accurate. We further understand that misrepresentations or material omissions made in this application render us legally and morally liable.

[ X ] We authorize the University to verify all statements contained therein by any means it deems necessary. We waive any claim to privacy or confidentiality of information that might arise out of the inquiry conducted by the University for the purpose of verifying data stated in this application or during the interview

[ X ] We further undertake to inform the University of any positive change as soon as it happens if it affects our financial status.

[ X ] Any document submitted to LAU becomes the property of the University and will not be returned or photocopied.

[ X ] We understand that the University reserves the right to reject my application at any time without any prior notice or justification.
Furthermore, we understand that the University can stop offering financial aid and/or scholarships without any prior notice or justification.

13 March 2023

Date

"Digitally signed"

Student's Signature

Parent's Name

"Digitally signed"

Parent's Signature

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Deadline: | Extended Deadline:

## FINANCIAL AID DOCUMENT CHECKLIST

Term: ☐ Spring ☐ Fall Status: ☐ New ☐ OFT ☐ AWI ☐ NNFI | Student ID:

Family Name | First Name | Middle Name

☐ Photograph ☐ Applicant's individual civil status record ☐ Family civil status record (issued within six months)

### Employment Certificate

Income Statement (IS - إفادة راتب) from employer, Salary Bank Statements (BS) for salary domiciliation (6 months, lbp/lolar/fresh), Self-employed Income Statement (SIS تصريح بدخل صاحب مهنة حرة أو عمل حر) & NSSF (إفادة خمسة من الضمان الإجتماعي) – all issued within 3 months)

Father: ☐ IS ☐ BS ☐ SIS ☐ NSSF Mother: ☐ IS ☐ BS ☐ SIS ☐ NSSF

Others: ☐ IS ☐ SIS ☐ NSSF Others: ☐ IS ☐ SIS ☐ NSSF

☐ إفادة راتب / راتب تقاعدي من وزارة المالية
☐ Official company and shareholders' documents pertaining to private business (تسجيل مؤسسة / إذاعة تجارية)
☐ Official recent income tax and balance sheet of private business (تصريح ضريبة الدخل / المؤسسات / مقطوعة)
☐ Business property deed ☐ Recent rent contract ☐ Business receipt(s)

### Other Income

Rent: ☐ Rental property deed ☐ Recent rental contract ☐ Recent receipt(s)
☐ Savings Account
Financial Support: Signed letter from _____ declaring help with ☐ tuition ☐ expenses + amount per year

### School/University Statements

Recent school/university statements for each studying dependent *(including applicant)*:

☐ _____ ☐ _____ ☐ _____ ☐ _____
☐ _____ ☐ _____ ☐ _____ ☐ _____

### Rent

Photocopy of recent rent contract *(if recent contract not available, then an old one plus recent receipts)*:

☐ House ☐ إفادة سكن for applicant ☐ Applicant's Lodging/ Dorms ☐ Other: _____

### Loans

Photocopy of loan agreement(s) with monthly repayment schedule(s):

☐ Personal ☐ House ☐ Car ☐ Business ☐ Educational ☐ Credit Card(s)

### Property

Photocopy of deeds of all property owned or inherited *(even if not allotted yet i.e., deed in name of original owner)*:

☐ House ☐ Land ☐ Sale contract ☐ إفادة سكن for applicant ☐ إفادة محتويات من البلدية ☐ إخصة بناء

### Certificate of Ownership

Certificate of ownership (بطاقة معلومات عن الملكية العقارية) obtained from the Land Registry Cadaster - Ministry of Finance located in Beirut, Khandak Al-Ghamik area, near Fouad Shehab Bridge, Moukarzel building, 9th floor in the name of the father and the mother for All Lebanon.

☐ Father ☐ Mother ☐ Other (if needed)

Cars Photocopy of car(s) registration(s) (دفتر السيارة) (R):

☐ R: _____ ☐ R: _____ ☐ R: _____ ☐ R: _____

☐ Photocopy of sale documents of any recently sold property (sold within last 3years)

☐ Travel Records (إفادة دخول وخروج from Amen Al Aam) for: ☐ Father ☐ Mother ☐ Applicant

☐ Original Foreign Passport for checking for: ☐ Father ☐ Mother ☐ Applicant

*Receiver:* _____ *Date:* _____ (Day) _____ (Month) _____ (Year)

Email: Beirut Campus: **finaid.beirut@lau.edu.lb** - Byblos Campus: **finaid.byblos@lau.edu.lb**