



**Checklist of compulsory documents
to ask for a tuition fees reduction
in the *Ingénieur Polytechnicien* Program**

X2020 Class year

1) To justify the family situation

- Family booklet or Identity cards or passports of all family members: parents or legal guardian, brothers, sisters and yourself.
- If you have brothers and/or sisters: certificate of enrollment at school or university.
- Any other documents that would justify a specific situation: another person dependent other than parents and siblings, divorce, death of one of the parents. Send an official document; if not possible send a sworn statement.

2) To justify the revenues of the family

- Specify the title of the position and the employer of your parents or legal guardian. If retired, specify the former position.
- Documents justifying the gross revenues (before any deduction) of your parents or legal guardian for the whole year 2019: tax notice, all the pay slips; if not possible an employer statement.
- Documents justifying the gross revenues (before any deduction) of your parents or legal guardian for the last 3 months of 2020: pay slips or an employer statement.
- Any other document that would justify a specific situation: unemployment or long-term work stoppage. Send an official document; if not possible a sworn statement.

3) To justify any specific situation

- If you are in a specific situation or if you cannot provide all the compulsory documents, please write a sworn statement to explain it.