



**Checklist of compulsory documents
to ask for a tuition fees reduction
in the *Ingénieur Polytechnicien* Program
From X2021 Class year onward**

1) To justify the family situation

- Family booklet or Identity cards or passports of all family members: parents or legal guardians, 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.

2) To justify the revenues of the family

- Specify on the form you received the title of the position and the employer of your parents or legal guardians. If retired, specify the former position.
- Documents justifying the gross revenues (before any deduction) of your parents or legal guardians for the whole year n-1 (i.e. the year 2020 for the students from the class year X2021): 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 the year n (i.e. the year 2021 for the students from the class year X2021): 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.