

## Dependent student

TICK THE BOX THAT IS APPLICABLE:

- REQUEST CALCULATION REDUCED TUITION FEE 2021-2022**
- REQUEST ADVANCE STUDY GRANT FLEMISH COMMUNITY**

Personal data is collected from you in this form. Odisee is the controller of your personal data and can only process these data when you have given your consent by filling in your details. We recommend that you fill in the form as correct and as complete as possible. The more information you fill in, the better we can process and follow up your request. Your personal data will only be processed in order to check whether we can grant you financial support. Your data will be processed in an application from a software supplier of Odisee. You have the right to request the controller to obtain access, rectification or erasure of your data or to withdraw your consent. Such request can be directed to [els.jacobs@stuvoplus.be](mailto:els.jacobs@stuvoplus.be). For more specific questions about the protection of your personal data, you can contact the Data Protection Officer of Odisee via [privacy@odisee.be](mailto:privacy@odisee.be).

To be handed in before **1 November 2021** to an employee of the Social Services' office of STUVO+ on your campus. You can send the form and attachments by e-mail or hand it in personally.

### Request calculation reduced tuition fee 2021-2022

Based on the information given in this document, we will calculate whether you are eligible for the reduced tuition fee for academic year 2021-2022 of Odisee.

Students who fulfill the conditions set by the Flemish Community can also be eligible for a study grant. Want to know more? Contact a member of the Social Services' office on your campus for more information.

#### NOTE!

- If you were entitled to a 'schoolpremie' (from the organization of 'allocation familiale' in Brussels) or 'schooltoeslag' (from Groeipakket in Flanders) last school year for secondary education or to a study grant from the Flemish Community last academic year, you do not need to fill in this document. In this case you bring the letter with the proof of your 'schoolpremie' or 'schooltoeslag' or the letter with the decision of the study grant of 2020-2021 to an employee of Student Administrative Services on your campus. You will pay, with reservation, a reduced tuition fee until Odisee receives the decision from the Department of Scholarships ('afdeling Studietoelagen') concerning your eligibility for the study grant in academic year 2021-2022.
- This form is **not** a request for a study grant from the Flemish Community, it is only to simulate whether you are eligible for the reduced tuition fee for academic year 2021-2022. If you are eligible for a study grant from the Flemish Community, you need to request the study grant directly at the Department of Scholarships via [www.studietoelagen.be](http://www.studietoelagen.be) > 'digitaal loket' before **1 June 2022**.

### Request advance study grant Flemish Community

Due to the fact that the calculation and the payment of the study grant can take up to a few months, it is possible, for students who are eligible for a study grant from the Flemish Community, to request an advance on this sum. You can receive up to maximum half of the amount of the study grant at the Social Service's office of STUVO+.

More information [stuvoplus.be](http://stuvoplus.be) > social services

**Dependent student**

**STUDENT INFORMATION**

Name	.....
First name	.....
Student number	.....
Address in Belgium	..... .....
Mobile phone number	.....
Private e-mail address	.....
Nationality <sup>1</sup>	.....
Belgian national number	.....
Disabled > 66%?	Y/N (provide the correct attestation)
Bank account number	.....
Study Program	.....
Campus	.....
You rent a student room and your official address is not at your student accommodation: (add a contract of min. 8 months): <input type="checkbox"/> JA <input type="checkbox"/> NEEN	

<sup>1</sup> ADD in case of foreign nationality: a copy of your ID card/passport or Belgian residence permit

### STUDENT SITUATION

Student is dependent on his/her parent(s) or another person

Mention all persons who are officially living at your address (in case your parents are divorced, you should only mention the details of the parent on whose address you are domiciled and the data of the partner and all other persons, if applicable).

	Surname and name	Date of birth	Dependent on your parents income or the income of another person? <sup>2</sup>	Studies in higher education in academic year 2021-2022? <sup>3</sup>	Has an income? (wage, illness or unemployment benefit, CPAS, legal pension,...) <sup>2</sup>	Disabled? Y/N + % or number of points in total <sup>3</sup>
<b>Mother/partner</b>	.....	.....	/	Y/N	Y/N	.....
<b>Father/partner</b>	.....	.....	/	Y/N	Y/N	.....
<b>Sister(s)/Brother(s)</b>	.....	.....	Y/N	Y/N	Y/N	.....
	.....	.....	Y/N	Y/N	Y/N	.....
	.....	.....	Y/N	Y/N	Y/N	.....
	.....	.....	Y/N	Y/N	Y/N	.....
	.....	.....	Y/N	Y/N	Y/N	.....
<b>Other</b>	.....	.....	Y/N	Y/N	Y/N	.....

<sup>2</sup> Indicate the correct answer

<sup>3</sup> Describe the family situation as you expect it to be on 31/12/2021

<sup>4</sup> Add a recent disability certificate stating the percentage or points of disability.

**Civil status of the parent/guardian who is responsible for the student**

- Single
- Legally cohabiting
- Actually divorced
- Widow(er)
- Married
- Actual cohabiting\*
- Legally divorced

Since: .....

In case of actual or legal divorce, is alimony being received: Yes/No  
(add proof of alimony by means of copy of bank statements)

\*If this person is actually cohabitating with a partner:

- Is there a child of both partners? Yes/No      If yes: since .....
- Is the student fiscally dependent on the new partner? Yes/No

**ADD FOLLOWING DOCUMENTS**

**Filled in request forms without the requested enclosures will not be considered and you will automatically pay the regular tuition fee.**

- Copy of the **income tax statement** (revenue 2019 – taxation year 2020)
- Copy of **attestation(s)/certificate(s) of non-taxable income 2019 with amounts received per month:** social aid from OCMW/CPAS, foreign income or income from an international organisation, disability benefits or a non-taxable grant
- Student whose parents are divorced: submit the amount of **alimony** that was received in 2019 by the parent with whom you live (monthly amounts with a copy of bank statements)

**Decrease of revenues or modified family situation in 2021: Yes/No**

- Add known income of 2021 (monthly pay slips, benefit certificates, etc.)
  - In case of a modified family situation due to divorce, decease of a parent, illness or unemployment, or other: add proof of received alimony in 2021 (by means of a copy of bank statements).

**REMARKS**

If your family situation has changed **after 1 January 2019**, please mention below what exactly has changed and when.<sup>5</sup>

.....

.....

.....

<sup>5</sup> In this case you will probably have to prove other incomes than the above-mentioned incomes in the frame. Contact an employee of the Social Services' office on your campus.

**FILLED IN?**

Hand in this form with **ALL** enclosures **before 1 November 2021** to an employee of the Social Services' office of STUVO+ on your campus.

For opening hours and appointments: [www.stuvoplus.be](http://www.stuvoplus.be).

**Filled in request forms without the requested enclosures will not be considered and you will automatically pay the regular tuition fee.**

<p><b>Social Service' office Campus Brussel</b> Els Jacobs Tel. 02 210 16 69 <a href="mailto:Els.jacobs@stuvoplus.be">Els.jacobs@stuvoplus.be</a></p> <p>Marie-Odette Moreau Tel. 02 608 49 25 <a href="mailto:Marieodette.moreau@stuvoplus.be">Marieodette.moreau@stuvoplus.be</a></p> <p>Marieke Steurs Tel. 02 609 88 16 <a href="mailto:Marieke.steurs@stuvoplus.be">Marieke.steurs@stuvoplus.be</a></p>	<p>OR <a href="mailto:socialedienstbrussel@stuvoplus.be">socialedienstbrussel@stuvoplus.be</a></p>
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