

**INFORMATIVE CALCULATION OF STUDY GRANT – ADVANCE ON THE STUDY GRANT**  
**Academic year 2020-2021**

You pay a **reduced tuition fee** when you are a scholarship student in accordance with the guidelines of the Study Grant Department. If the income is situated just above the maximum limit (up to € 3.209,00, amount 2019-2020), you are a near-bursary student. You will not receive a scholarship, but you are entitled to a lower tuition fee. Student Services can calculate whether you qualify for a study grant.

In addition, you can apply for **an advance** on your study grant.

Therefore we need you to fill in this document.

Afterwards you must send us this document with all the necessary financial information:

- by e-mail to Student Services at your campus:
  - [stuvo.geel@thomasmore.be](mailto:stuvo.geel@thomasmore.be)
  - [stuvo.lier@thomasmore.be](mailto:stuvo.lier@thomasmore.be)
  - [stuvo.turnhout@thomasmore.be](mailto:stuvo.turnhout@thomasmore.be)
  - [stuvo.vorselaar@thomasmore.be](mailto:stuvo.vorselaar@thomasmore.be)
  - [stuvo.antwerpen@thomasmore.be](mailto:stuvo.antwerpen@thomasmore.be)
  - [stuvo.mechelen@thomasmore.be](mailto:stuvo.mechelen@thomasmore.be)
  - [stuvo.denayer@thomasmore.be](mailto:stuvo.denayer@thomasmore.be)
- By mail or during a personal talk in our offices: please find below our postal addresses.

**What happens after the informative calculation?**

Student Services will inform you and the student administration of your campus whether you are entitled to the reduced tuition fee and/or a study grant. Based on this notice, the reduced tuition fee will be granted and you can ask for an advance on the study grant. Nevertheless, if the Study Grant Department decides that you are not allowed to have a study grant (e.g. due to an altered family situation or changed incomes), you will receive additional invoices to pay the tuition fee.

**PLEASE NOTE!**

- This is **NOT an official application** for the study grant from the Flemish Government. You must apply for this grant yourself via their website [www.studietoelagen.be](http://www.studietoelagen.be) or your application will be opened automatically by the Study Grant Department of the Flemish Government if you received a study grant last year. In that case you have to complete your file.
- The official period to apply for a study grant is between 01/08/2020 and 01/06/2021. On the other hand, Thomas More expects of you to **apply before 31/01/2021**. If not, in February you will be seen as a non-bursary student and you will receive an additional invoice in expectation of the final decision of the Study Grant Department.

More info on: [www.studietoelagen.be](http://www.studietoelagen.be)

## 1. General data of the student

First and last name: .....

Street + number: .....

Postal code + city: .....

Nationality: .....

National registry number: .....

Mobile phone number: .....

E-mail address: .....

For the academic year 2020-2021 I am registering for the programme ..... with a diploma contract for presumably ..... credits (*one full programme year = 60 credits*). If you are already registered, write here your student number (r-number on your student card): .....

During the academic year 2020-2021, I am:  commuting  living in student housing

I have already applied for a study grant for the academic year 2020-2021:  yes  no

## 2. Academic career higher education

Date of completion secondary education: .....

Academic career higher education **AFTER** this date:

Academic year	Educational institution	Which programme	Number of obtained credits	Number of failed credits	Did you receive a study grant?
					Yes / No
					Yes / No
					Yes / No

## 3. Household situation on 31 December 2020

- I live with both my parents
- I live with one single parent
- I live with one single parent who has remarried or who is in a legal partnership<sup>1</sup> with a new partner
- I live with one parent who actually lives together with a non-parent and I am/am not fiscally dependent on this person. There are/are no children resulting from this relationship.
- I am married or in a legal partnership myself
- I actually live together with a partner with whom I have/have no children as a result of this relationship
- I live by myself with/without children
- I live with a family member/foster parent/legal guardian

Has your family situation changed since 31 December 2018?  yes, since .....  no

If yes, what changed?

.....

<sup>1</sup>Legal partnership means that you have signed a declaration of legal cohabitation at the civil registry of your municipality.

#### 4. Student statute

More information is available at [www.centenvoorstudenten.be](http://www.centenvoorstudenten.be)

**Married or (legally) cohabiting student**

You are a 'married student' when on 31 December 2020:

- You are married, in a legal partnership, or actually living together and you have one or more children resulting from that relationship.
- You and your partner, starting from the date of your marriage, legal partnership, or birth of a child resulting from that relationship, have acquired an income of at least € 7 429,80 over a period of 12 months (these months do not have to be consecutive), and this no later than 31 December 2021. For income out of labour a gross taxable income for 2020 of at least € 10 614,00 is needed.

**Self-employed student**

You are a 'self-employed student' when you can prove self-employment on 31 December 2020. A self-employed student must be able to prove an acquired income of at least € 7 429,80 over a period of 12 months (these months do not have to be consecutive). For income out of labour a gross taxable income for 2020 of at least € 10 614,00 is needed.

A separate domicile is not a requirement.

**Student is fiscally dependent on the parent(s)**

Cohabitants officially living at the same address as the student on 31 December 2020:

First and last name	Date of birth	Is dependent on 31/12/20?	Is dependent on who?	Is a pupil in nursery, elementary, or secondary school on 31/12/20?	Is a student in higher education on 31/12/20?	Has a disability +66%?
<b>Student himself:</b> .....	.....	yes / no	.....			yes / no
<b>Father/partner mother:</b> .....	.....				yes / no	yes / no
<b>Mother/partner father:</b> .....	.....				yes / no	yes / no
<b>Resident children/ other cohabitants:</b> ..... ..... ..... .....	..... ..... ..... .....	yes / no yes / no yes / no yes / no	..... ..... ..... .....	yes / no yes / no yes / no yes / no	yes / no yes / no yes / no yes / no	yes / no yes / no yes / no yes / no

#### 5. Declaration on honour of alimony (maintenance allowance)

The person providing for the maintenance of the student, or the student himself/herself, honestly declares to have received the following alimony fees in 2018:

- For myself and/or my partner: € ..... in total on an annual basis
- For the children whom my partner or myself maintain: € ..... in total on an annual basis
- No alimony for myself, my partner, or the children I have in my care

## 6. Cadastral income

Does the person providing for the maintenance of the student (or the student himself/herself) own one or more properties? If yes, how many? .....

- Is this property/are one or more of these properties used for professional purposes?  
 yes  no
- Is this property/are one or more of these properties being let?  yes  no
- Do the owners occupy (one of) the house(s) themselves?  yes  no
- If yes: Is there a mortgage loan for the house you occupy yourself that qualifies for home deduction?  yes  no

## 7. Advance on the study grant

At Student Services, you can apply for an advance payment (free of charge) on the expected study grant. Hereby a contract will be drawn up that you will have to sign. A copy of this contract is also handed over to the Study Grant Department. Upon payment of the grant to you, the Study Grant Department will refund this advance to Student Services and the remaining amount of the grant will be paid to you.

**I wish to apply for an advance on the study grant**  yes  no

If so, bank account number .....

Name account holder .....

## 8. Financial information to be added

1. Copy of the notice of assessment for personal income tax for the income year 2018 (tax year 2019) of your parents and yourself (if you have/had your own income).
2. Proof of alimony received in 2018 or 2020 (account statements).
3. If the (family) income is reduced in 2020, the calculation can be made on the basis of the 'expected income' of the year 2020. In this case, please substantiate this income with the necessary supporting documents (payslips, proof of last received holiday pay and year-end bonus, non-taxable income, proof of received alimony, attestation of the trade union, National Employment Office, or health insurance fund if you are/were entitled to benefits ...).
4. If you had your own income (more than a regular student job) as a student (salary, unemployment wages, social security from the Social Service Department ...) in 2019 and/or 2020, then add the income of 2019 and 2020.
5. If you are married, in a legal partnership, or actually cohabiting with a partner with whom you have a child, then add all income from yourself and your partner from 2018 until 2020.
6. If the owner-occupied home is used for professional purposes, or if (one of) the house(s) is not owner-occupied, please add a copy of the notice of property tax assessment (tax year 2019).
7. Copy of attestations of non-taxable income of 2018 (social security, integration or income replacement benefits for people with a disability, non-taxable grant)
8. Copy of attestation confirming the percentage of disability (disability of +66%).

**Please note any comments or additions here**

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**TO BE SIGNED BY THE STUDENT**

I, the undersigned .....,

- confirm the authenticity of all information provided;
- commit to apply for the study grant as soon as possible after my registration, if I am entitled to it.

Signature of student

Date:.....

**We will contact you by phone or e-mail if:**

- **we have additional questions or require other documents;**
- **you wish an advance on your study grant**