

APEEEL Social Fund  
Application form filling instructions

The form must be printed on a single sheet (recto-verso) and signed on the front page by both parents (except if single parent).

In order to safeguard the confidentiality of your application, it is recommended that you fill in the form electronically before printing and signing it, (the back page will be scanned and transmitted to the Social Fund WG as it is).

## **II.A Type of member**

Select one of the following:

- P = parent (father or mother)
- C- = child up to 13
- C+ = child 14-18
- C18+ = child above 18
- A = other adult living in the household

## **II.B. Occupation status**

Select one of the following

- Exx = Employed (indicate working time percentage: E50, E60, E80, E100, attach pay slips)
- I = independent professional activity / self-employed / own business
- H = stay at home parent
- N = unemployed (attach certificate ADEM)
- P = pensioner (attach pay slips)
- S = student in School
- U = student in University or other higher education
- T = Internship / vocational training

Indicate all applicable categories if a person combines two or more occupations simultaneously (e.g. I+H, U+E50) or has changed occupation recently (i.e. during the period, for which the income is declared)

## **II.C. Annual net income received from employer**

This is the net annual amount received from your employer(s), i.e. the type of income covered by the payslips. Includes child- and any other benefits paid by the employer; excludes the taxes withdrawn by the employer. Indicate the amounts that correspond to the last full tax year.

## **II. D. Annual net income from all other sources**

Calculate this for the last full tax year as follows:

**Gross (i.e. pre-tax) income from all other sources** (those not covered in point II.C., i.e. rent, dividends, grants, scholarships, awards, paid traineeships, child and other benefits from other sources than employer, unemployment and other allowances, own business, independent or free-lance activity, consultancy, honorary appointments, income from voluntary work for non-profit organizations, income from your or your child's YouTube channel, etc.)

**minus**

**The sum of all taxes paid in excess of those withdrawn by the employer** (any return of tax withdrawn by the employer should be included in the sum with a negative sign to compensate for the fact that the corresponding amount is missing in point III "Annual net income received from employer")

**minus**

**Interest paid in relation to mortgages or other personal loans** (not the full loan/mortgage payments, but only the part corresponding to interest payments should be deducted)

## **II.E. Tuition fees**

Indicate the total amount due for the current academic year and attach appropriate supporting documents.

## **IV. Single parent**

If you answered yes, please explain briefly the situation and attach supporting documents: Do you have exclusive parental rights or are they shared with the other parent? Do you or your child benefit from any financial support from the other parent?