

Applying for tuition assistance

Tuition Assistance is of utmost importance to IC as it fulfills our mission to provide an opportunity of an excellent education to all, regardless of their financial situation.

Currently, 13 percent of IC students receive up to 40% financial assistance. Percentages are based on an established formula?

Assistance is awarded by the Tuition Assistance Committee and is. Eligible students must have spent a minimum of one year at the school and have a good academic and disciplinary record.

Assistance is not automatically renewed. New applications must be submitted every year.

IC is an equal opportunity school. IC does not discriminate on the basis of race/ethnicity, sex, color and religion.

Budget

- Tuition Assistance is **NOT** covered by the tuition fees and comes directly from IC's \$1 million Annual Fund which is mostly made up of contributions from alumni, parents, and IC friends.

Notes

- The granted amount will be deducted equally from the second and third trimester fees.
- The school reserves the right to withdraw tuition assistance if the student does not maintain an acceptable academic and disciplinary record.
- The full tuition fee of the previous year should be settled before the financial aid application can be processed.
- All tuition Assistance information is strictly confidential.

How to apply

Complete the Tuition Assistance application available online (link to form). You may apply at any time during the school year. Applications are available during March of every year. Late applicants are reconsidered and reviewed in separate meetings during the academic year.

Families will be contacted for a meeting with the Financial Assistance Supervisor.

Present the following documents:

- a. Employment certificate obtained from the employer of each parent, if both parents are in employment. The certificate should clearly state the following:
 - Job title
 - Salary
 - Years of service
 - Number of months payable and benefits if any (educational benefits, accommodation, etc.)
- b. If a parent is self-employed, documentation of annual income should be provided, as well as the Business Registration (سجل تجاري) and income tax statements;
- c. Copy of Family Civil Status Record (اخراج قيد عائلي) for Lebanese applicants.
- d. Copy of passport for foreign applicants;
- e. School certificate of annual fees for each dependent child enrolled at a university/college or a school other than IC;
- f. Photocopies of recent relevant documents pertinent to assets and liabilities mentioned in the application (mortgage, loan agreement, car registration forms, etc.)
- g. Photocopy of rental contract (عقد ايجار) and/or ownership deed(s) (سندات ملكية) of a house, resort, land, and/or business premises;
- h. Any additional documentation that would support the application for tuition assistance (medical reports and recent medical/hospital bills certificate of job termination, etc.)