

SCHOLARSHIP PROGRAMME

THE EDWARD AND EVA UNDERWOOD CHARITABLE FOUNDATION scholarship programme was established to provide educational opportunities to students and to enable them pursuing studies until termination. All candidates applying for scholarship must meet the following criteria:

- **Philippine, French or Canadian nationality**
- **must be able to demonstrate financial need**
- **proof of above-average study record**

In order to apply for the scholarship programme students must submit a completed application form including supporting documentation as requested hereinafter.

All supporting documents and certificates must mandatorily be in English or French!

All applicants must authorise the release of any information relating to their application to THE EDWARD AND EVA UNDERWOOD CHARITABLE FOUNDATION. Information may be requested from educational institutions, government, community or any other sources, and may include personal evaluations and transcripts. Submission of up-to-date documentation convincingly proving financial need is absolutely indispensable. **Misrepresentation, incomplete or false information will result in removal from the application process or, if detected after approval or release of funds, in immediate loss of support and action for repayment.**

The award of scholarships is subject to availability of funds and valid for one school year. Scholarship shall serve the purpose to cover school fees such as tuition fees and miscellaneous fees typically collected by schools in the course of enrolment. Costs for books invoiced by the school may be considered.

All distribution of funds is limited to the amount awarded as scholarship and will be executed exclusively to the accounts of educational institutions directly, for the sole purpose of settling aforementioned costs in favour of an approved applicant. Any payments will be effected solely upon presentation of duly issued invoice/receipt meeting all formal requirements as stated hereinafter, in the Applicant Information Sheet or as announced by the Recommending Institution.

The submission of an application does not constitute any legal claim to be awarded scholarship.

RECOMMENDING INSTITUTION: Please ensure that the following documents are enclosed: Official documents clearly proving continuance of financial need, e.g. tax returns, tax exempt certificate, certificate of indigency (of parents and any other persons living in your household) officially filed with federal and/or state tax authorities for 2017 and, recent Academic Transcripts..

NOTE: Applications not entirely meeting all requirements are incomplete and shall be removed from the selection process! Documents in languages other than English or French are not accepted.

APPLICATION FOR RENEWAL OF SCHOLARSHIP 2019/2020

Complete this form and return together with all documents as requested and including the signed Applicant Information Sheet to:

Address	
Contact Person	

PART 1: Personal Details

FULL NAME	
<input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Mr	
Family Name	
First Name	
Middle Name	

HOME ADDRESS	ADDRESS FOR CORRESPONDENCE (If different)
Apt/Street	Apt/Street
City	City
State /Province	State /Province
Postal Code	Postal Code
Telephone	Telephone
e-mail	e-mail

Date of initial acceptance in the scholarship programme:

Schoolyear	
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PART 2: Financial Data

Scholarship is renewed only if continuance of financial need is convincingly proven!

Total funds available	
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ESTIMATED COSTS FOR INTENDED EDUCATION (for <u>entire</u> schoolyear; all data in USD)	
Tuition fees	
Books (invoiced by school)	
Total	

Submission of up-to-date documents proving continuance of financial need is absolutely indispensable! Documents accepted as proof must be officially filed with federal and/or state tax authorities for 2017, e.g. tax returns, tax exempt certificate, certificate of indigency (of all persons living in the household!).

RECOMMENDING INSTITUTION:	
Correctness of data approved	_____ (Signature)

Incomplete or false information causes immediate elimination from application process!

PART 3: Intended Education

EDUCATIONAL PROGRAMME FOR WHICH SCHOLARSHIP IS REQUESTED

All questions must be answered!

Course of studies applicant is enrolled in:

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Educational Institution:

Exact Name	
Address	
Street	
City	
State/Province	
Postal Code	
Website/e-mail	

Beginning of studies:

Month	School year
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Minimum study duration according to degree programme:

Years

Scheduled date of termination/graduation:

Month	Year
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ACKNOWLEDGEMENT AND AUTHORISATION

I certify that, to the best of my knowledge, the information in this application form and in all the accompanying documents is true, accurate and correct.

I authorise THE EDWARD AND EVA UNDERWOOD CHARITABLE FOUNDATION to collect information about me from me; from educational institutions, government, community or any other sources available; and from references I have provided. The information collected may include but is not limited to personal evaluations and transcripts.

THE EDWARD AND EVA UNDERWOOD CHARITABLE FOUNDATION is authorised to unrestrictedly use all information received for any purpose in connection with the THE EDWARD AND EVA UNDERWOOD CHARITABLE FOUNDATION scholarship programme, including publicity and promotions, and may share it with anyone who works with or for THE EDWARD AND EVA UNDERWOOD CHARITABLE FOUNDATION, as far as it is considered necessary to implement statutory and legal regulations THE EDWARD AND EVA UNDERWOOD CHARITABLE FOUNDATION is subject to.

I understand that this application will not be valid unless it is duly signed and dated. I understand that irrespective of the eligibility of an applicant THE EDWARD AND EVA UNDERWOOD CHARITABLE FOUNDATION reserves the right to remove this application from the application procedure and/or deny the award of scholarship without giving reason. I also understand that no materials will be returned.

NOTE: All questions must comprehensively be answered. Please ensure that all documents as requested are enclosed. Documents must fully comply with all requirements as specified herein or in any other document or communication relating to the application procedure.

INCOMPLETE APPLICATIONS WILL BE REMOVED FROM THE SELECTION PROCESS!

Date

Applicant's signature
(signature over printed name)

FOR USE OF RECOMMENDING INSTITUTION ONLY

<input type="checkbox"/> Approval	<input type="checkbox"/> Denial
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Date

Signature

Return complete application with your signature affixed to the following address:

THE EDWARD AND EVA UNDERWOOD CHARITABLE FOUNDATION
Kirchstrasse 3
9490 Vaduz
Liechtenstein

APPLICANT INFORMATION SHEET

(Supplement to Application Form)

The scholarship programme maintained by THE EDWARD AND EVA UNDERWOOD CHARITABLE FOUNDATION was established to provide financial support to deserving students who would either have no access at all to education or would be forced to break off education without such support. Applications for scholarship can be considered only if the candidate doubtlessly proves full compliance with all the defined criteria as stated in the application form and/or hereinafter, with absolutely no exception.

In the following the basic conditions of scholarship as described in the application form are stated more precisely.

1. The acceptance of an applicant into the scholarship programme is subject to availability of funds and valid for one school year. Support is limited to the amount as awarded and shall serve the sole purpose to fill a gap occurring between the financial capability of an applicant's family and the actual costs for the intended or already ongoing education. The necessity of support must be demonstrated absolutely convincingly.
2. Any support shall primarily serve to settle tuition fees, registration fees and other miscellaneous fees typically invoiced by schools. These costs must demonstrably be inevitable, intrinsically tied to education and arise directly from education. In certain cases additional costs such as the expenses for books may be supported, provided these are invoiced by the school. The compliance with these preconditions must be proven by the applicant and explicitly certified by the Recommending Institution.
3. Applicants are obliged to make use of the appropriate educational resources available nearest to the family residence. Scholarship does not cover any expenses arising from attending an educational institution other than the nearest available to the family residence.
4. All release of support will be possible exclusively upon presentation of an enrolment certificate and corresponding invoices/receipts comprehensively meeting the formal requirements of fiscal authorities. All invoices/receipts must indicate the date of issuance, the type of service rendered, the person service was/is provided to and the date or period charges are due for. All invoices/receipts must be issued on official paper, indicate the address of the invoicing party and must be duly signed by the invoicing party. All invoices/receipts submitted for settlement must be original documents, no copies of invoices/receipts will be accepted. Nonnegotiable expenses cannot be considered.
5. Support is limited to the amount awarded as scholarship. All payments are effected directly to invoicing party's account, without exception. Bank transfer information enabling international money transfer (exact name of account, account number, name of bank, SWIFT-code) must mandatorily be provided together with all invoices submitted for settlement. Failure to provide complete and correct bank transfer data causes impossibility of payment leading to loss of support. All responsibility for timely submission of invoices including complete and correct bank transfer information remains with the applicant.
6. Failure to provide necessary documentation fully meeting all requirements as stated above under (4.); failure to provide correct bank transfer information as stated above under (5.); or failure to meet any optionally communicated deadline for the submission of invoices will result in loss of scholarship, irrespective of previous acceptance of applicant into the scholarship programme.
7. Any change of school after submission of the application is subject to approval by the Recommending Institution and therefore must be notified to them without any delay, together with an explanatory statement.
8. Scholars are advised to frequently communicate with the Recommending Institution in order to keep up with all relevant developments, particularly deadlines. The responsibility to maintain communication with the Recommending Institution remains with the scholar. Scholars enrolled at the same school are requested to team up in order to coordinate and combine communication with the Recommending Institution.

The undersigned acknowledges and agrees to the terms as stated in this document in conjunction with the stipulations as described in the application form and expressly declares to submit to these terms and conditions.

SIGNED DOCUMENT MUST BE RETURNED TOGETHER WITH APPLICATION!

Name of Applicant (printed name):

Date

Applicant's signature