

We are a learning community, passionate about providing an International Education, which inspires and encourages learning and intercultural understanding. We facilitate self-discovery and the development of unique interests, gifts and talents, whilst promoting service learning as a force for good in the world.

BURSARY 2024-2025



SIS APPLICATION

Current Parents

Sotogrande
INTERNATIONAL SCHOOL

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Sotogrande International School (SIS) believes that a socially diverse student population is a key component of an international and balanced education. Therefore, we are committed to providing financial assistance to students as a community benefit, and in order to provide access to SIS to a more diverse range of students.

SIS has a long history of financial assistance to students and their families. While the costs of running the school require that those who can pay full fees must do so, every year the school does try to provide a number of bursaries to families experiencing financial difficulties.

The total number and value of Bursaries vary annually depending on:

- The financial position of the School.
- The number and quality of applicants.
- Prevailing financial climate.

Bursaries are funded from annual School funds, as the School does not have a sustainable Bursary Fund nor does it enjoy any subsidies. This is the reason for the annual review stated below.

Our Bursaries are designed to provide short term assistance to families who are experiencing financial difficulties which threaten the ability of the student to continue to attend SIS.

To be considered for a bursary the student must have completed one or more years at SIS. Bursaries are short term financial assistance and a new application must be submitted each year.

Policy Guidelines

- 1.- Bursary funds are limited, and the School has a duty to take all reasonable steps to ensure their correct allocation.
- 2.- The deadline for receipt of the completed application and supporting documentation is 23rd February. Incomplete applications or applications received after 23rd February will not be considered.
- 3.- The supporting documents must include income tax declaration and wealth tax declaration forms.
- 4.- Parents must be willing to answer some searching questions about their income and assets in order to justify their financial need. The application form is designed to provide a full picture of the income and assets of applicants so that the School's Award Committee can determine those most deserving of a bursary. It is expected that parents will exercise integrity and honesty at all times when making an application for a Bursary.
- 5.- Applicants for bursaries must demonstrate real financial need; families who may be classified as low income, but have substantial assets may be ineligible to receive a Bursary.
- 6.- Each application is considered by the Award Committee and then a recommendation is made to the Head who makes the final award decision. The decision will be communicated to parents by the 22nd March.
- 7.- Once an award is approved, parents will be sent information regarding the amount of the Bursary, the duration and any additional conditions e.g. maintaining a level of achievement in a certain subjects.
- 8.- Decisions may be appealed through the Executive Committee, whose decision is final.
- 9.- Failure to meet the agreed financial schedule would mean the immediate cancellation of a Bursary.
- 10.- Any change in financial circumstances must be reported to the school. If the change in financial circumstances means the student no longer satisfies the criteria for an award, it will be discontinued.
- 11.- Failure to divulge to the school any requested information, or a change in circumstances could result in immediate cancellation of a bursary.

12.- Due to the limited financial resources of the School not every eligible application for a bursary will be successful.

13.- All applications are treated in the strictest confidence. Students will not be made aware that they benefit from a bursary unless informed by their parents.

Applications for Bursaries should be delivered in person to School Reception, or by posted to:

Sotogrande International School
Bursaries
Avda La Reserva
11310,
Sotogrande, Cadiz



Bursary Application Form

This form should be submitted by 23rd February, **please do not leave any sections blank.**

A.	Applicants' details	Year Group for which application is made
1.	Name of Student	Year Group
2.	Name of Student	Year Group
3.	Name of Student	Year Group
4.	Name of Student	Year Group

B. Parent and Spouse or Partner Information

Person responsible for paying fees

Relationship to applicant	
Surname(s)	
First Names	
Nationality	
Passport / DNI Number	
Please include copy	

Address

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Email	
Home tel	
Mobile	Business tel
Marital Status	

Profession and employer

--

Spouse or Partner

Relationship to applicant	
Surname (s)	
First Names	
Nationality	
Passport / DNI Number	
Please include copy	

Address (if different from person responsible for fees)

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Email	
Home tel	
Mobile	Business Tel
Marital Status	

Profession and employer

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C. Parent Income Information (for the year the bursary is requested)

Please enter the **annual** amount, indicating clearly the unit of currency.

Person responsible for paying fees

Gross annual salary or wage

Other income from employment¹

Income from dividends or interest²

Child support income³

Pension income

Social security benefits⁴

Net profit/loss from any business

Any other income⁵

Total income

Spouse or Partner

Gross annual salary or wage

Other income from employment

Income from dividends or interest

Child support income

Pension income

Social security benefits

Net profit/loss from any business

Any other income

Total income

D. Family Assets (for the year the bursary is requested)

Person responsible for paying fees

Main house

Purchase price and year of purchase

Present market value

Annual mortgage payments

2nd house or other property

Purchase price and year of purchase

Present market value

Annual mortgage payments

Any business operation

Date of start of business

Present market value

Annual profit/loss

Any other private property or business property

Purchase price and year of purchase

Present market value

Annual property loan repayments

Spouse or Partner

Purchase price and year of purchase

Present market value

Annual mortgage payments

Purchase price and year of purchase

Present market value

Annual mortgage payments

Date of start of business

Present market value

Annual profit/loss

Purchase price and year of purchase

Present market value

Annual property loan repayments

¹ Annual bonus, car allowance, education allowance, housing allowance etc

² Share dividends or interest from bank accounts or other investments

³ Child support allowance, alimony from parent of applicant etc

⁴ Child benefit, unemployment benefit, sickness benefit etc

⁵ Rental income from property, trust fund payments, inheritance, royalties, copyrights etc

Other family assets

Person responsible for paying fees

Spouse or Partner

Main car

Purchase price and year of purchase

Purchase price and year of purchase

Present market value

Present market value

Annual loan payments

Annual loan payments

2nd car or other vehicle

Purchase price and year of purchase

Purchase price and year of purchase

Present market value

Present market value

Annual loan payments

Annual loan payments

Any other car, boat, caravan, mobile home or other type of vehicle

Purchase price and year of purchase

Purchase price and year of purchase

Present market value

Present market value

Annual loan payments

Annual loan payments

Bank Accounts, Investments and other assets

Total balance of all bank accounts

Total balance of all bank accounts

Net value of all investments⁶

Net value of all investments

Value of other major assets⁷

Value of other major assets

Bank accounts and savings of applicants

Total balance of accounts/savings of applicants (including savings accounts, children's bonds etc)

E. Family debts and expenses (for the year the bursary is requested)

Please enter the **annual** amount, indicating clearly the unit of currency.

Person responsible for paying fees

Spouse or Partner

Annual rent

Annual rent

Employment-related child care⁸

Employment-related child care

Normal living expenses⁹

Normal living expenses

Other debts and expenses¹⁰

Other debts and expenses

⁶ Stocks, shares, bonds, mutual funds, etc

⁷ Works of art, animal stock, time-share property etc. **All items must be listed on a separate sheet.**

⁸ This should not include child care that is not required to enable the parent to go out to work.

⁹ **Not including** – holidays, entertainment, security, gardeners, maids or *au pairs*

Including – foodstuffs, petrol, internet, utilities (gas, water, electricity, telephone). **All items must be listed on a separate sheet if they are to be considered.**

¹⁰ **Not including** – items listed above e.g. mortgages and car loans etc.

Including – other loans, insurance payments, child support, alimony. **All items must be listed on a separate sheet if they are to be considered.**

F. Contributions towards fees - please enter the annual amount, indicating clearly the unit of currency.

Person responsible for paying fees

Spouse or Partner

Amount able to pay towards the school fees

Amount able to pay towards the school fees

Possible contributions from relatives

Possible contributions from relatives

Possible contributions from savings

Possible contributions from savings

Possible contributions from employer

Possible contributions from employer

Any other possible contributions

Any other possible contributions

G. Supporting documents - Please supply the following documents where possible¹¹.

Person responsible for paying fees

Spouse or Partner

Copy of DNI/passport

Copy of DNI/passport

Salary slips¹²

Tax return

Salary slips

Tax return

Bank statements

Audited accounts

Bank statements

Audited accounts

Evidence of assets value

Evidence of assets value

Evidence of expenses

Evidence of expenses

PARENTAL STATEMENT

I declare that, to the best of my knowledge and belief, all the particulars provided on this form and in supporting documents are correct and accurate. I declare that I have included all income, assets and expenses as accurately and correctly as possible.

Signature of person responsible for paying fees

Signature of spouse or partner

Date:

Date:

¹¹ Please put a tick (✓) in the box where supplied. Please put a cross (X) in the box if not supplied. If any documents are omitted, please explain why.

¹² Please submit salary or wage slips from the previous six months.



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