ATENEO DE MANILA UNIVERSITY
SENIOR HIGH SCHOOL

OFFICE OF ADMISSION AND SCHOLARSHIPS

NAME OF APPLICANT: _____
APPLICANT'S JUNIOR HIGH SCHOOL: _____

GUIDELINES FOR SCHOLARSHIP/FINANCIAL AID APPLICATION for SY 2027-2028

Application Procedures:

1. This form should be downloaded and filled up electronically or printed on size A4 bond paper.
2. The applicant and his/her parents/guardian should accomplish this form ***carefully*** and ***completely***, answering all questions. No item should be left blank. (Write **NA** if the question is *Not Applicable.*)
3. The form requires the applicant to attach **photographs of the applicant's residence** (showing the full view of the whole house, kitchen and bedrooms). Proprietors of micro-businesses (e.g. sari-sari stores, carinderia, print shops, etc.) must also attach a **photo of the front or operating area of the business.**
4. Once the form has been fully completed and signed by all required signatories (student and parents/guardians), scan it and save it as a PDF file (maximum size: 10 MB). **Rename** the file as: **FA Application_Last Name, First Name** (of Student).
5. The accomplished application form together with ALL the other requirements (listed below) should be uploaded **in the following portals within the indicated time periods only**:

Grade level in 2027-2028	Link to the upload portal	Time Period for Submission
Applicants for Grade 11 2027-2028	https://go.ateneo.edu/SHSFINGR112728	01 Sep 2026 to 28 Feb 2027
Current Grade 11 Students (Incoming Grade 12, SY 2027-2028)	https://go.ateneo.edu/SHSFINGR122728	06 May 2027 to 29 May 2027

6. Only applications with complete requirements will be processed.
7. Applicants accepted on appeal are disqualified from receiving financial aid.
8. Important: Any falsification, misrepresentation, or deliberate omission of information or documents in the financial aid application may result in the forfeiture of the scholarship grant and/or the student's admission to Ateneo Senior High School. The school reserves the right to verify the authenticity of all submitted information and supporting documents at any stage of the application process. Such acts may also constitute grounds for legal action in accordance with applicable laws.

Checklist of Requirements: *(Save as PDF files not exceeding 2 MB in size.)*

- ❑ Letter from parents or guardian clearly outlining the family's financial situation and indicating the need for financial aid. Please answer the following guide questions in the letter:
  - ➔ **What is your family's background?**
    Please provide a brief overview of your family, including:
    - Who lives in your household;
    - The relationship of each household member to the applicant;
    - The age, educational attainment, occupation, or current status (e.g., student, unemployed, retired) of each family member; and
    - Any other relevant family circumstances that may help us better understand your household.
  - ➔ **What is your family's current financial situation?**
    Please describe your family's financial circumstances, including:
    - Your family's sources of income;
    - The occupation or employment status of each income earner;
    - The approximate monthly income of the household;
    - Who provides financial support for the applicant;
    - Your family's regular monthly expenses (e.g., food, housing, utilities, transportation, medical expenses, educational expenses, loans, etc.);
    - Whether your family has savings or other financial resources; and
    - Any existing debts or financial obligations, if applicable.
  - ➔ **Have there been any significant financial or personal circumstances that have affected your family's ability to support the applicant's education?**
    - If applicable, please describe any recent events such as loss of employment, reduction in income, illness, disability, death of a family member, natural disasters, or other circumstances that have affected your family's financial capacity.
  - ➔ **What efforts has your family made to finance the applicant's education?**
    - Please describe the steps your family has taken or plans to take to support the applicant's educational expenses despite your financial circumstances.
  - ➔ **Why are you applying for a Financial Aid Scholarship for your child/ward?**
    - Please explain why your family is requesting financial assistance and how receiving a Financial Aid Scholarship from Ateneo de Manila Senior High School would help your child/ward continue his or her education.
  - ➔ **Is there any additional information you would like the Office of Admission and Scholarships to consider when evaluating your application for financial aid?**
    - Please include any other circumstances or information that you believe would help us better understand your family's financial situation.

- ❑ For applicants for Grade 11 2027-28: a clear scan of their JHS Transcript/ School Record showing their Grade 7 to Grade 9 Grades
  For currently enrolled ASHS students who are submitting a new application for FA for Grade 12 2027-28: a copy of their Grade 11 report card
- ❑ Clear scan of the parents' **Annual Income Tax Return** or **Certificate of Tax Withheld** (OFWs are exempted from this requirement). In the absence of these documents, submit a notarized **Certificate of Non-Filing of Income Tax** issued by the BIR's Revenue District Office in your area. Make sure all pages of the submitted document are scanned in full.
- ❑ For employed **parents and siblings**: scanned copies of the parents' **Pay Slips** for the past two (2) months. If the employed parents and/or siblings cannot provide Pay Slips, then alternatives would be the following documents to be scanned into one PDF:
  - ➔ Latest Employment Contract
  - ➔ Bank statements for the past 2 months showing salary being credited into the employed parent/sibling bank account
  - ➔ Certificate of commission from the employer, which may also show other incentives provided to the employed parent/sibling
- ❑ For proprietors of businesses: submit a copy of the **company's Income Statement and Balance Sheet.**
- ❑ For OFW parents: a clear scan of the latest employment contract
- ❑ A clear scan of the following **Utility Bills** for the past three (3) months: Electricity, Water, Telephone, Credit Card/s (include all pages of the bill that show purchases made on credit)

APPLICATION FOR SCHOLARSHIP/FINANCIAL AID

PERSONAL INFORMATION

FULL NAME:				
	Last Name	*First Name*	*Middle Name*	*Nickname*
HOME ADDRESS:			**DATE OF BIRTH (YYYY/MM/DD):**	
EMAIL ADDRESS:		**MOBILE NO.:**	**TELEPHONE NO.:**	
GENDER:	[ ] Male [ ] Female	**CITIZENSHIP:**	**RELIGION:**	

SCHOLASTIC INFORMATION

SCHOOLS ATTENDED *(beginning with the current/most recent one)*	**Grade Levels**	**Annual Tuition and Fees**	**% of Scholarship/ Financial Aid Grant** (*if any*)	**How did your family settle payment for your tuition and fees?**

AWARDS AND ACTIVITIES FROM GRADE 7 TO THE PRESENT. *(Major awards given during your Grade 6 graduation may also be included. You may opt to put Awards and Activities on a separate sheet.)*

List your community or church activities.	**List all your extra-curricular activities, including positions held.**	**List any honors or awards you have received for scholastic achievement & deportment.**

Were you placed on probation status last SY?:	[ ] Yes [ ] No	If YES, please provide a brief explanation of the reason for your probation.	

PARENT INFORMATION

FATHER'S NAME:		**STATUS:**	[ ] Living [ ] Deceased
FATHER'S MOBILE NO.:		**FATHER'S EMAIL ADDRESS:**	
FATHER'S CITIZENSHIP:		**FATHER'S EDUCATIONAL ATTAINMENT:**	
FATHER'S OCCUPATION:		**NAME OF COMPANY/EMPLOYER:**	
JOB TITLE/ POSITION:		**NO. OF YEARS IN THE COMPANY:**	
IMMEDIATE SUPERVISOR:		**POSITION OF IMMEDIATE SUPERVISOR:**	
WORK ADDRESS:		**(IF SELF- EMPLOYED) NATURE OF WORK/ BUSINESS:**	
MOTHER'S NAME:		**STATUS:**	[ ] Living [ ] Deceased
MOTHER'S MOBILE NO.:		**MOTHER'S EMAIL ADDRESS:**	
MOTHER'S CITIZENSHIP:		**MOTHER'S EDUCATIONAL ATTAINMENT:**	
MOTHER'S OCCUPATION:		**NAME OF COMPANY/EMPLOYER:**	

JOB TITLE/ POSITION:		**NO. OF YEARS IN THE COMPANY:**	
IMMEDIATE SUPERVISOR:		**POSITION OF IMMEDIATE SUPERVISOR:**	
WORK ADDRESS:		**(IF SELF- EMPLOYED) NATURE OF WORK/ BUSINESS:**	
PARENTS ARE:	[ ] Together [ ] Unmarried [ ] Separated/Divorced/Union Annulled [ ] Widowed [ ] Single Parent		
APPLICANT LIVES WITH:	[ ] Both parents [ ] Father [ ] Mother [ ] Grandparent/s [ ] Others: _____		

RESIDENCE, PROPERTIES, INVESTMENTS, AND TRAVEL INFORMATION

TYPE OF RESIDENCE:	[ ] House [ ] Apartment Unit [ ] Condominium Unit	**STATUS OF RESIDENCE:**	[ ] Owned: year acquired: _____; amount paid: ₱_____; present market value: ₱_____) [ ] Rented: ₱_____/mo.; _____years renting [ ] Mortgaged: amortization: ₱_____/mo.; _____ years to pay

House is shared with: _____members of the immediate family, _____ members of extended family and _____others (specify): _____				**TYPE OF INTERNET SERVICE/WI-FI CONNECTION:**		**NO. OF TV SETS:**	
LOT AREA:		**NO. OF BEDROOMS:**		**NO. OF HELPERS/ DRIVERS:**		**NO. OF COMPUTER UNITS:**	
FLOOR AREA:		**NO. OF TOILETS/ BATHROOMS:**		**NO. OF REFRIGERATORS:**		**NO. OF AIRCON UNITS:**	

OTHER PROPERTIES:	**LOCATION:**	**YEAR ACQUIRED:**	**AMOUNT PAID:**	**PRESENT MARKET VALUE:**
			₱	₱
			₱	₱

VEHICLE MAKE:	**MODEL AND YEAR:**	**YEAR ACQUIRED:**	**ACQUISITION COST:**	**BALANCE OF MORTGAGE:**
			₱	₱
			₱	₱

DEVICES AND GADGETS (*i.e. mobile phones, laptops, gaming consoles*)**:**	**MODEL AND YEAR:**	**YEAR ACQUIRED:**	**ACQUISITION COST:**	**REMAINING BALANCE** (*if any*)
			₱	₱
			₱	₱
			₱	₱

INVESTMENTS:	**BANK DEPOSITS:**	**MONEY PLACEMENTS:**	**SECURITIES:**	**INSURANCE POLICIES:**
1. _____ ₱	1. _____ ₱	1. _____ ₱	1. _____ ₱	1. _____ ₱
2. _____ ₱	2. _____ ₱	2. _____ ₱	2. _____ ₱	2. _____ ₱
3. _____ ₱	3. _____ ₱	3. _____ ₱	3. _____ ₱	3. _____ ₱

OTHER COUNTRIES THE APPLICANT RECENTLY TRAVELLED TO (*in the past three years*):	**MONTH AND YEAR OF TRIP:**	**PURPOSE OF TRIP:**	**HOW WAS THE TRIP FINANCED:**

LEARNING ARRANGEMENTS

If the student is accepted, how does he/she plan to go to ASHS?

[ ] WILL COMMUTE *Projected monthly cost of commuting:* ₱ _____	[ ] WILL BE BROUGHT BY A PRIVATE VEHICLE *Projected monthly gasoline expense:* ₱ _____	[ ] WILL BE BROUGHT BY SCHOOL BUS *Projected monthly school bus fee:* ₱ _____	[ ] WILL RENT A PLACE NEAR ATENEO *Projected monthly cost of rent:* ₱ _____	[ ] OTHERS: _____ _____ *Projected monthly cost:* ₱ _____

If the student presently resides outside or far from Metro Manila, does the student have Metro-Manila based relatives he/she can stay with? If yes, please provide details (who/where):

_____

HOUSEHOLD DEPENDENTS INFORMATION

*Please list all household members who **do not earn any income** and are **fully financially supported** by the income of the applicant's parents/guardian and/or other declared sources of support. Include the applicant's siblings who are still in school/unemployed and other relatives only if **all** of their living expenses are shouldered by the household.*

FULL NAME OF DEPENDENT SIBLING:	**AGE:**	**YEAR LEVEL:**	**SCHOOL:**	**ANNUAL TUITION AND FEES:**	**NAME AND AMOUNT OF SCHOLARSHIP GRANT** (*if any*)**:**

FULL NAME OF DEPENDENT HOUSEHOLD MEMBER:	**AGE:**	**RELATIONSHIP TO APPLICANT:**	**REASON FOR UNEMPLOYMENT:**	**AMOUNT OF PENSION** (*if applicable*):

OTHER EMPLOYED HOUSEHOLD MEMBERS INFORMATION

Please list all other family members or relatives (excluding the applicant's parents) whose income contributes to the household, whether or not they are currently living in the same home. Include parents, siblings, and other relatives who are employed locally or abroad, if their earnings are used to support the household or its members.

FULL NAME OF EMPLOYED HOUSEHOLD MEMBER:	**AGE:**	**RELATIONSHIP TO APPLICANT:**	**NATURE OF RESIDENCE:**	**CIVIL STATUS:**	**OCCUPATION AND COMPANY:**	**ESTIMATED MONTHLY INCOME:**	**CONTRIBUTION TO HOUSEHOLD (in PHP):**
			[ ] resides with the applicant's family [ ] resides elsewhere but contributes to household income				
			[ ] resides with the applicant's family [ ] resides elsewhere but contributes to household income				

DATA ON FAMILY INCOME AND EXPENSES

Please indicate the NET MONTHLY INCOME for each income source, excluding mandatory government contributions such as SSS/GSIS, PhilHealth, and Pag-IBIG. Do not exclude deductions from loans, salary advances, or other personal payables. (Example: If gross salary is ₱40,000 and ₱4,000 is deducted for SSS, PhilHealth, and Pag-IBIG, write ₱36,000 as the NET MONTHLY INCOME. If there is also a ₱5,000 loan repayment deducted from the salary, it should still be included in and written as ₱36,000.) For Credit Card payments under Monthly Expenses, kindly itemize the expense being paid for under other expenses (i.e. medical bills via credit card: ₱5,000.00/mo).

PARENT/GUARDIAN NET MONTHLY INCOME		**MONTHLY EXPENSES**	
FATHER'S NET MONTHLY INCOME:	₱ _____	**FOOD & GROCERIES:**	₱ _____
MOTHER'S NET MONTHLY INCOME:	₱ _____	**HOUSE RENT/AMORTIZATION:**	₱ _____
GUARDIAN'S NET MONTHLY INCOME:	₱ _____	**TUITION PAYMENTS (DIVIDE ANNUAL TUITION RATES BY 12 MO.):**	₱ _____
EMPLOYED HOUSEHOLD MEMBER NET MONTHLY INCOME (*kindly indicate **full name** in blank*)		**ELECTRICITY AND WATER:** (*please refer to your uploaded bills and compute the average monthly amounts*)**:**	₱ _____
HOUSEHOLD MEMBER: _____ **NET MONTHLY INCOME**	₱ _____	**PHONE AND INTERNET PLANS:**	₱ _____
HOUSEHOLD MEMBER: _____ **NET MONTHLY INCOME**	₱ _____	**TRANSPORTATION AND ALLOWANCES:**	₱ _____
OTHER SOURCES OF MONTHLY INCOME (*kindly indicate **source** in blank*)		**HELPERS AND/OR DRIVERS:**	₱ _____
OTHER SOURCE: _____ **NET MONTHLY INCOME**	₱ _____	**TRAVEL/TOURS/VACATION:**	₱ _____
OTHER SOURCE: _____ **NET MONTHLY INCOME**	₱ _____	**OTHER EXPENSES** (*please itemize*)**:** _____	₱ _____
OTHER SOURCES OF FINANCIAL SUPPORT		**OTHER EXPENSES** (*please itemize*)**:** _____	₱ _____
Average monthly financial support given by spouse/partner (*if parents are separated*):	₱ _____	**OTHER EXPENSES** (*please itemize*)**:** _____	₱ _____
Average monthly financial support from relatives/friends:	₱ _____	**OTHER EXPENSES** (*please itemize*)**:** _____	₱ _____
Average monthly pension (*if parent/s are retired*):	₱ _____	**OTHER EXPENSES** (*please itemize*)**:** _____	₱ _____
TOTAL MONTHLY INCOME AND SUPPORT:	₱ _____	**TOTAL MONTHLY EXPENSES:**	₱ _____

PHOTOS OF RESIDENCE

ATTACH A CLEAR, STREET-VIEW PHOTO SHOWING THE ENTIRE HOUSE WITH THE HOUSE NUMBER VISIBLE.

ATTACH A CLEAR PHOTO OF THE KITCHEN THAT INCLUDES THE REFRIGERATOR AND STOVE/GAS RANGE. YOU MAY ATTACH MORE THAN ONE PHOTO IF THESE CANNOT BE CAPTURED IN A SINGLE SHOT.

ATTACH CLEAR PHOTO(S) OF THE BEDROOMS HERE.

For proprietors of micro-businesses (store, carinderia, print shop, etc.)
ATTACH A CLEAR PHOTO OF THE FRONT OR OPERATING AREA OF THE BUSINESS

DECLARATION BY THE PARENTS/GUARDIAN

We hereby certify that all information provided in this application is true, accurate, and complete, and we authorize Ateneo Senior High School to verify any and all details supplied herein.

We consent to the Ateneo de Manila Senior High School Office of Admission and Scholarships sharing and disclosing data from this form to potential benefactors of our child, and to using such data for purposes related to the evaluation and administration of our financial aid application.

We fully understand that any falsification, misrepresentation, or deliberate omission of information or documents may be sufficient grounds for the denial of our application, the revocation of any financial aid granted, and/or the forfeiture of our child's admission to Ateneo Senior High School. We acknowledge that such acts may also constitute grounds for legal action in accordance with applicable laws.

FATHER'S/GUARDIAN'S SIGNATURE ABOVE PRINTED NAME

MOTHER'S/GUARDIAN'S SIGNATURE ABOVE PRINTED NAME

APPLICANT'S SIGNATURE ABOVE PRINTED NAME

DATE SIGNED