

TUITION FEES EXEMPTION CAMPAIGN BASED ON SOCIAL CRITERIA 2025-2026

LIST OF REQUIRED DOCUMENTS STEP 2/2

BEFORE STARTING THE APPLICATION:

Please contact the registrar's office of your department to obtain access to the campaign.

▲ IMPORTANT ▲

Each copy of a financial document issued abroad must be certified as a true copy of the original.

Proof of family income must clearly indicate the identity of the person concerned and the ANNUAL TAXABLE amount of the incomes received in 2024. In the case of a change in the situation, the incomes for 2025 are requested.



All documents must be translated into French or English (sworn translations are not compulsory).

Any application that is INCOMPLETE, or that includes financial documents that are not certified as true copies of the originals, are not translated, are illegible, and/or do not correspond to what is requested, will be rejected.

The PDF format is required, or JPEG for images (photos, scans).

For foreign incomes, the amount of the financial incomes of the parents or legal representatives, indicated in the currency of the home country, will be converted in euros using **the official exchange rate which will be published at the time of the application's review.**

BEFORE STARTING

- 1- Please check the list of the required documents.
- 2- Please download all supporting documents and add the completed and signed "List of required documents".



If your family situation does not allow you to provide all the supporting documents, please contact the registrar's office of your department.

STUDY FUNDING

All financial resources planned for the academic year 2025-2026 must be declared, and all scholarship and/or funding applications must be submitted, even if the answer is in progress.

Photocopy of notification of scholarship(s) and/or other funding awarded:

- Foundations scholarship (FIRSI, Grenoble INP - UGA, Artelia...)
- Campus France scholarship, Government scholarship, Embassy scholarship
- Merit scholarship, Excellence scholarship
- International scholarship
- IDEX and EIFFEL scholarships
- Association scholarship, company scholarship
- Mobility grant, regional grant (Erasmus+, Rhône-Alpes-Auvergne...)
- Other funding (please specify)
- ...

Scholarship or financial aid application in progress:

Any applications for grants and/or other funding awaiting an answer must be mentioned in the file.

Other resources to be declared:

Please submit all the supporting documents relating to other incomes received

→ *Examples: proof of payment of alimony, certificate of receipt of an orphan's pension, etc.*

Family situation

If you are in a couple or married, please attach the proof of your wife or husband 's incomes for the academic year 2025-2026.

If the partner is a student:

⇒ Photocopy of scholarship and/or other funding for the academic year 2025-2026.

If the partner earns incomes during the academic year 2025-2026

⇒ Employer's certificate specifying the monthly taxable amount (in figures and words) and the duration of the employment contract (student jobs not concerned).

AND/OR

⇒ Certificate of payment of unemployment benefits specifying the duration of the benefits.

AND/OR

⇒ Certificate of other incomes

→ *Specify the amounts received from January 2025 to July 2025.*

If a change in your partner's financial situation during the year 2024 or 2025

⇒ **Provide official proof of this change in circumstances:**

→ *Examples of accepted supporting documents: unemployment certificate, dismissal letter, any recent official document proving a decrease of the incomes.*

Without any supporting documents, the new financial situation will not be taken in consideration.

PARENTAL INCOMES

French incomes: parents or legal representatives with incomes in France, regular or irregular incomes (employment, rental income, social aid, etc.)

Please provide the following supporting documents:

⇒ Copy of all pages of the 2025 tax notice for incomes received in 2024

And depending their situation:

⇒ Statement of the benefits received from the Family Allowance Fund (CAF) between January 2025 and July 2025 specifying the amount received each month with the names of the person concerned.

→ *Example: solidarity allowance, activity bonus, adult disability allowance, disability pension, other social benefits, etc.*

The following documents are not admitted and will not be taken in consideration:

- Attestation on honour
- Monthly pay slips
- Bank statements
- Any loans

Parents or legal representatives without any incomes

Please provide the following supporting documents:

⇒ Full copy of all pages of the 2025 non-taxation notice - the tax declaration is not admissible because it is not the definitive document -

Please note : Without this document, your application will be rejected.

Foreign resources : Parents or legal representatives with incomes abroad regular or irregular (employment, rental income, social aid, etc .)

Please provide the following supporting documents:

The LAST NAME and First name of the person concerned must be indicated, as well as the annual taxable amount, and written in the currency of the country of origin.

Proof of annual incomes received in 2024

⇒ Tax notice 2025 for incomes received in 2024

OR

⇒ Employer's certificate specifying the LAST NAME and First name of the person concerned, the annual TAXABLE amount of income received in 2024 (written in figures and in words) before any tax deductions (taxes and/or credits, if applicable) and written in the currency of the country of origin.

And depending their situation:

⇒ Certificate of other incomes received from January 2025 to July 2025 such as unemployment benefits, solidarity allowance, retirement pension, property income, disability allowance, family allowances, etc.

This certificate must specify the amounts received and the duration of the payments.

The following documents are not admitted and will not be taken in consideration:

- Attestation on honour
- Monthly pay slips
- Bank statements
- Any loans

Parents or legal representatives do not receive any incomes

Provide the following supporting documents:

- ⇒ Full copy of all pages of the non-taxation notice of the year 2025
- ⇒ Certificate of non-income issued by the Directorate-General of Taxes
- ⇒ Official certificate of no financial resources
 - ➔ *Examples: solidarity resources, widow's pension, property income, etc...*

Please note : Without this document, your application will be rejected.

PARENTS OR LEGAL REPRESENTATIVES WITH A CHANGE OF SITUATION IN 2024 OR 2025

If one of your parents or legal representatives experienced a **significant change in their situation** in 2024 or 2025 such as: *divorce, redundancy, unemployment, long-term illness, disability, etc.*

Please provide the following supporting documents:

- ⇒ Official document proving the change and its impact on the family income.
 - ➔ *Examples of accepted supporting documents: Unemployment certificate, dismissal letter, divorce decree or separation certificate, disability notification, any other recent official document proving the loss of income*
- ⇒ Any other recent official document proving a decrease in the incomes

AND

Proof of your current situation at the time of submitting your application:

This document must show the evolution of the initial change and allow for an assessment of your new income (or lack of resources).

- ➔ *Examples of accepted supporting documents: Employment certificate specifying the start date and monthly salary, latest monthly certificate from France Travail if you are still unemployed, new employment contract, recent disability notification with or without compensation.*
- ⇒ Any other equivalent document justifying the current situation and the resources received (or their lack)

Without complete supporting documents, the new financial situation cannot be taken in consideration in the review of your file.

BANK STATEMENT

- ⇒ Official bank details provided by your bank in France with your FULL NAME and Surname and including your address in France during the academic year 2025-2026.

DECLARATION OF HONOR

According to Article 441-6 of the Code of Criminal Procedure:

« The fact of knowingly providing a false or incomplete declaration with a view to obtaining or attempting to obtain, to have obtained or to attempt to have obtained from a public person, a social protection body or a public service body an allowance, a benefit or an undue advantage is punishable by two years' imprisonment and a fine of €30,000. »

By signing with your LAST NAME and First name, you certify on your honour the accuracy of the information provided in your file, and have taken note of the risks incurred in the event of a false declaration. Any false declaration is liable to penal and disciplinary sanctions with a review of the opinion of the Grenoble INP - UGA 's Student Social Committee and payment of the fees due.

STATEMENT OF UNDERSTANDING: List of required documents to be supplied

Mandatory: Please read it, sign it and upload it:

I, the undersigned,

LAST NAME _____ **First name** _____

certify:

- that I have understood and read the list of supporting documents to be uploaded to my file,
- that I have strictly identified the admissible supporting documents,
- that I am aware and understand that if my application contains supporting documents that do not align with what it is expected, my application for exemption of tuition fees based on social criteria will not be examined by the members of the Student Social Committee.

Date : _____

Place : _____

Handwritten signature :