

SARA CARREIRA SCHOLARSHIP

Required Documentation

- ❶ Photocopy of the applicant's and his/her household's identity documents;
- ❷ If the applicant is a minor, a photocopy of the identity document of his/her legal representative must also be submitted;
- ❸ Declaration of the applicant's household, issued by the Tax Authority within 30 (thirty) days prior to the application date;
- ❹ Residence certificate identifying all household members, issued by the Civil Parish Council, in which the number of people in the household must be clearly stated. If the applicant is the sole household member, the certificate must state this;
- ❺ Proof of income of all household members for the previous calendar year or, if applicable, for the period referred to in the paragraphs below, namely:
 - i. Proof of payment of income tax, or declaration of exemption from income tax issued by the Tax Authority for the last two fiscal years;
 - ii. Proof of support, allowances, pensions, subsidies or other payments received by household members in a declaration from the Social Security Institute, when applicable;
 - iii. The last three payslips for all members of the household who are in paid employment.
 - iv. Proof of any income not declared in the income tax returns of the two previous fiscal years but earned on the date of application;
- ❻ Proof of the applicant's school evaluation, namely:
 - i. Applicant's qualifications certificate(s);
 - ii. Document proving the academic performance in the subjects/curricular units of the academic year prior to the application, stating the number of subjects/curricular units in which the candidate was enrolled and their grades;
 - iii. Document proving the academic performance of the subjects/curricular units of the current academic year. If the final grades for the subjects/curricular

units of the 3rd term or second semester have not yet been issued, the applicant must submit the grade obtained in the previous term or semester.

- In addition to the documents and information mentioned above, submission of the following household-related expenses will be taken into account, and proof of these is mandatory:
 - i. housing expenses (bank statement showing the monthly mortgage payment, or receipt for rent paid);
 - ii. monthly receipt of condominium payment, when applicable;
 - iii. compulsory insurance associated with housing, when applicable;
 - iv. monthly expenses with chronic medication, together with medical proof, when applicable;
 - v. receipt of monthly expenses for all members of the applicant's household (babysitter, crèche, kindergarten, after-school activities, home support, day care and retirement homes).

- Applicant cover letter and/or video;
- Letter of Recommendation from a professional who knows about their academic progress and performance, namely a teacher, social worker, psychologist, coach or

other relevant professional.

9. Declaration signed by the applicant or, if the applicant is a minor, by their legal representative, as well as by any member of the household who submits documentation requested by ASC for consent to the processing of the candidate's personal data by ASC (form available on the ASC website).