Senior High School Voucher Program

MANUAL APPLICATION

FOR GRADE 11 SENIOR HIGH School, SY 2019-2020

**Instructions**:

1. Fill out the application form. Write in block, capital letters.
2. Enclose the filled up application form and the following documents in a long brown envelope:
3. Recent 2x2 colored ID photo
4. Proof of financial means of both parents or guardian/s, and the other person/s helping send the VA to school, if any
5. Signed Parent Consent Form **(Annex 2)** for VAs below 18 years old at the time of the submission of the application
6. Certificate of Financial Assistance **(Annex 3)** received (issued by the school), if applicable

|  |  |  |
| --- | --- | --- |
| **If the concerned person is:** | **Required document** | **Where to obtain document if not readily available** |
| Employed in the Philippines (including self-employed) | Latest Annual Income Tax Return OR | Bureau of Internal Revenue |
| Certificate of Employment\* | Employer |
| Employed abroad | Certificate of Employment\* | Employer or recruitment agency |
| Unemployed but with other sources of income | Affidavit of Source of Income stating average monthly earnings/support\*\* received | Notary Public |
| Unemployed and without income | Certificate of Non-filing of Income Tax Return OR | Bureau of Internal Revenue |
|  | Municipal Certificate of Unemployment\*\*\* | Mayor’s office (NOT from the Barangay or the City Assessor’s office) |

1. Submit or send through courier or mail the envelope to:

**SHS Voucher Program Applications**

PEAC National Secretariat

5th Floor Salamin Building

197 Salcedo Street

Makati City 1229

Tel: 02-8406000

**REMINDERS**:

1. Please ensure that: a) the application and supporting documents are complete and b) the application is received by the PEAC National Secretariat on or before the **May 31, 2019** deadline. Late and/or incomplete applications will not be processed.
2. Do not submit multiple applications. If you have applied online, there is no need to fill up this form and vice versa. Multiple submissions significantly delay the processing of your application and its result.
3. ONLY GRADE 10 PRIVATE NON-ESC STUDENTS, PASSERS OF THE ALS A&E TEST, AND PASSERS OF THE PEPT IN SCHOOL YEAR 2018-2019 SHALL USE THIS FORM TO APPLY.

### SECTION I. ABOUT ME

1. LEARNER REFERENCE NUMBER[[1]](#footnote-2) (LRN): 

2. LAST NAME or SURNAME: 

3. FIRST NAME or GIVEN NAME: 

4. MIDDLE NAME:  5. SUFFIX (Jr., III,): 

6. DATE OF BIRTH:  / / 7. GENDER: Male Female

8. CITY/MUNICIPALITY OF BIRTH : 

9. PROVINCE OF BIRTH: 

10. NATIONALITY: Filipino Others (please specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

11. MOBILE NUMBER: - No mobile phone

12. LANDLINE TELEPHONE: - No telephone

13. EMAIL ADDRESS: 

 No email address

14. HOME ADDRESS:

 ADDRESS 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *(House number/ Block/ Street)*

 ADDRESS 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *(Building/ Subdivision/ Village/ Barangay)*

 CITY or MUNICIPALITY: 

 PROVINCE: 

 ZIP CODE: 

15. DESIRED TRACK IN SENIOR HIGH SCHOOL *(Choose one)*:

 Academic Sports Arts and Design Technical-Vocational Livelihood

### SECTION II. ABOUT MY FAMILY

1. SIBLING INFORMATION: NUMBER OF SIBLINGS: 

| FULL NAME (FIRST NAME, LAST NAME) | AGE | MARK “✓” IF SIBLING IS A STUDENT |
| --- | --- | --- |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Note: Use the back of this page if you have more than six siblings.

2. DOES YOUR FAMILY OWN ANY OF THE FOLLOWING?

MOTORCYCLE or PEDICAB: Yes No

CAR, VAN, PICK-UP or TRUCK: Yes No

LAND or FARM: Yes No

3. HOME: Owned Rented Company provided/ living with relatives

 Number of bedrooms: 

4. SUPPORT FOR COST OF SCHOOLING:

|  | FATHER(REQUIREDCOLUMN) | MOTHER(REQUIRED COLUMN) | GUARDIAN(IF APPLICABLE) | PERSON HELPING SEND THE CHILD TO SCHOOL (IF APPLICABLE) |
| --- | --- | --- | --- | --- |
| LAST NAME |  |  |  |  |
| FIRST NAME |  |  |  |  |
| SOURCE/S OF INCOME\* | \_\_ Locally employed\_\_ Employed abroad\_\_ Self-employed - Professional \_\_ Self-employed -  Business\_\_ Retired/ Unemployed\_\_ Others: \_\_\_\_\_\_\_\_\_\_\_ | \_\_ Locally employed\_\_ Employed abroad\_\_ Self-employed - Professional \_\_ Self-employed -  Business\_\_ Retired/ Unemployed\_\_ Others: \_\_\_\_\_\_\_\_\_\_\_ | \_\_ Locally employed\_\_ Employed abroad\_\_ Self-employed - Professional \_\_ Self-employed -  Business\_\_ Retired/ Unemployed\_\_ Others: \_\_\_\_\_\_\_\_\_\_\_ | \_\_ Locally employed\_\_ Employed abroad\_\_ Self-employed - Professional \_\_ Self-employed -  Business\_\_ Retired/ Unemployed\_\_ Others: \_\_\_\_\_\_\_\_\_\_\_ |
| GROSS MONTHLY INCOME (PHP)\* | \_\_ Php 0 - 5,000\_\_ Php 5,001 - P10,000\_\_ Php 10,001 - 15,000\_\_ Php 15,001 - 20,000\_\_ Php 20,001 - 25,000\_\_ Php 25,001 - 50,000\_\_ More than Php50,000 | \_\_ Php 0 - 5,000\_\_ Php 5,001 - P10,000\_\_ Php 10,001 - 15,000\_\_ Php 15,001 - 20,000\_\_ Php 20,001 - 25,000\_\_ Php 25,001 - 50,000\_\_ More than Php50,000 | \_\_ Php 0 - 5,000\_\_ Php 5,001 - P10,000\_\_ Php 10,001 - 15,000\_\_ Php 15,001 - 20,000\_\_ Php 20,001 - 25,000\_\_ Php 25,001 - 50,000\_\_ More than Php50,000 | \_\_ Php 0 - 5,000\_\_ Php 5,001 - P10,000\_\_ Php 10,001 - 15,000\_\_ Php 15,001 - 20,000\_\_ Php 20,001 - 25,000\_\_ Php 25,001 - 50,000\_\_ More than Php50,000 |

*\*For employees, it refers to the gross monthly salaries and wages before taxes and other deductions. It includes basic pay, overtime pay, commissions, tips, allowances and one-twelfth of annual bonuses. For all others, it refers to the average monthly earnings from their business, trade, profession, investments and/or pensions,*

### SECTION III. ABOUT MY JUNIOR HIGH SCHOOL

1. SCHOOL NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. SCHOOL ADDRESS:

 ADDRESS 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *(Number/ Block/ Street)*

 ADDRESS 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *(Subdivision/ Village/ Barangay)*

 CITY or MUNICIPALITY: 

 PROVINCE: 

3. FEES IN GRADE 10 BEFORE ANY DISCOUNT:

 TUITION FEE PER YEAR: PHP 

 ALL OTHER FEES PER YEAR: PHP 

4. DID YOU RECEIVE ANY FINANCIAL ASSISTANCE FROM THE SCHOOL THAT WAS USED TO REDUCE THE FEES MENTIONED ABOVE? Yes No

***If yes****, please accomplish the certification of financial assistance found on page 5, to be signed by the school principal)*

### SECTION IV. ATTESTATION

I certify that my answers are true and complete to the best of my knowledge.

I am aware that the information supplied in this facility will be retained by PEAC on a database and will be processed in compliance with the Data Protection Act 2012.

I consent that the information herein may be used for reports both internally and to the to the Department of Education.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE OF THE STUDENT OVER PRINTED NAME DATE SIGNED

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE OF THE PARENT/GUARDIAN OVER PRINTED NAME DATE SIGNED

1. You may get your LRN from your class adviser, school Principal, or school Registrar. [↑](#footnote-ref-2)