



JUBILEE CHRISTIAN ACADEMY PARENTS' AUXILIARY

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DATE : March 15, 2021

TO : PARENTS AND GUARDIANS

FROM : JUBILEE CHRISTIAN ACADEMY PARENTS' AUXILIARY

SUBJECT : **JCAPA FINANCIAL ASSISTANCE PROGRAM, SY2021-2022**

A pleasant day to you. JCAPA's annual Financial Assistance Program is now accepting applicants for incoming SY2021-2022. Below are the requirements in order to avail of this support.

1. **OBJECTIVE:** Offer partial financial assistance to deserving JCA Elementary students who needs the financial support.
2. **COVERAGE:** Partial tuition fee support, limited to one student per family.
3. **CRITERIA:**
 - 3.1. General Average of 80% and above at the end of the year
 - 3.2. Final grade average of 75% and above in any subject at the end of the school year
 - 3.3. No Student Disciplinary Record
 - 3.4. The student shall be screened further based on the degree of need for financial support
4. **PROCEDURE:** Download and print the attached application form.
 - 4.1. Submit completely filled-up Application Form together with the following requirements. (Incomplete requirements will not be processed):
 - 4.1.1. Photocopy of SY2019-2020 report card and 1st, 2nd, and 3rd quarters of SY 2020-2021 report card
 - 4.1.2. Photocopy of both parents' latest ITRs, filed and properly acknowledged by the BIR. If non-filing, write a letter of explanation.
 - 4.1.3. Photocopy of the latest Meralco billing statement in either of the parents' names. If billing is not in the parents' names, attach a letter of explanation.
 - 4.1.4. A recommendation letter from any non-JCAPA Steering Committee Officer

4.2. E-mail the complete requirements to the JCAPA's official email address: jcapa.parents@gmail.com **NO LATER THAN APRIL 16, 2021 (FRIDAY)**. No application will be accepted after the deadline.

4.3. An interview may be conducted by the Financial Assistance Committee to select the recipients of the assistance based on criteria and interviews.

5. The Financial Assistance Committee will notify all applicants on application status.

6. JCAPA will issue a check for partial assistance to the recipients. The Committee will furnish the School with the list of recipients of the JCAPA Financial Assistance Program.

7. JCAPA will post the list of the recipients of the Financial Assistance Program, SY2021-2022 on the Official JCAPA Viber Groups.

8. JCAPA reserves the right to cancel the financial assistance, blacklist or disqualify parents from applying for future financial assistance should there be evidence of falsification of documents and / or information after the assistance has been awarded. In such case, the amount awarded shall be reimbursed to JCAPA by the recipient.

9. The decision of the JCAPA Financial Assistance Committee will be final and executory.