

Evidence of income for EU student finance applications: Finland

When you complete your application form, you will need to send supporting documentary evidence to us with your application. You can send original documents, which we will copy and return, but we would prefer to receive certified* copies of documents, as original documents can be lost in the post.

A certified* copy is a photocopy of an original document. This copy must have been stamped and signed as being a true copy of the original by an official: a minister of religion, doctor, lawyer, civil servant, teacher/lecturer, police officer. The person certifying the copy must provide their name, job title, address and contact telephone number. The certifying person must not be a relative.

Certified* copies of documents required for each section would include (where needed):

Your personal details

- Passport or ID card
- a stamped and authorised official certified extract from the Population Information System run by the Population Registry Centre, **Väestörekisterikeskus**, obtained from your Local Register Office stating your marital status.
- Official Certificate for Authority Abroad, **Virkatodistus ulkomaan viranomaista varten**, obtained from your local Finnish Evangelical Lutheran Church stating your marital status.
- An official document confirming separation.
- Divorce Papers.

Student's estimated income and financial obligations

- Student Financial Aid Certificate, **Todistus Valtion Opintotuesta**.
- Rejection letter from Awarding Body if student is not in receipt of a grant.
- documentation in respect of unemployment benefit, **todistus työttömyyskorvauksesta** or **todistus ansiosidonnaisesta työttömyyspäivärahasta**

About your parents

- A stamped and authorised official certified extract from the Population Information System run by the Population Registry Centre, **Väestörekisterikeskus**, obtained from your Local Register Officer stating their marital status.

- An Official Certificate for Authority Abroad, **Virkatodistus ulkomaan viranomaista varten**, obtained from your local Finnish Evangelical Lutheran Church stating your marital status.
- An official document confirming separation.
- Divorce Papers.

Parents', step-parents', parent's partner's, husband's, wife's or your partner's financial details

Documents required for this section, which relate to income earned/received from 01/01/2009 to 31/12/2009, would include (where applicable):

- The complete Income Tax Demand Note, **Verolippu** (issued after October), certified by the Local Tax Office, **Verotoimisto**, in respect of the total gross income, **Ansiotulot yhteensä**.
- documentation in respect of unemployment benefit, **todistus työttömyyskorvauksesta** or **todistus ansiosidonnaisesta työttömyyspäivärahasta**
- The acceptable tax forms issued by the Finish authorities are called the: **Verotuspaatos** (Income tax decision) and the **verotustodistus** (Income tax notice).
- We also require a statement showing the amount in support paid by the Finish government during the 2009/10 academic year.

Deductions

- **Private** pension plan – official confirmation of payments made from 01/01/2009 to 31/12/2009.

Dependant's details

- National Identity Card, **henkilöllisyystodistus**
- A stamped and authorised official certified extract from the Population Information System run by the Population Registry Centre, **Väestörekisterikeskus**, obtained from your Local Register Office.
- An Official Certificate for Authority Abroad, **Virkatodistus ulkomaan**
- **viranomaista varten**, obtained from your local Finnish Evangelical Lutheran Church stating your marital status and dependants.