

Evidence of income for EU student finance applications: Cyprus

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
- Certificate of Family Status, ΒΕΒΑΙΩΣΗ ΟΙΚΟΓΕΝΕΙΑΚΗΣ ΚΑΤΑΣΤΑΣΗΣ./ **Medini Hal Belgesi.**
- Marriage Certificate, ΠΙΣΤΟΠΟΙΗΤΙΚΟ ΓΑΜΟΥ/ ΛΗΞΙΑΡΧΙΚΗ ΠΡΑΞΗ ΓΑΜΟΥ./ **Evlenme Belgesi**
- An official document confirming separation. ΕΠΙΣΗΜΗ ΒΕΒΑΙΩΣΗ ΔΙΑΖΥΓΙΟΥ/ **Ayrilik kararx / gösteren resmi belge.**
- Court Ruling of Divorce, ΔΙΚΑΣΤΙΚΗ ΑΠΟΦΑΣΗ ΔΙΑΖΥΓΙΟΥ./ **Boçanma Hükümü**
- Husband's/wife's Death Certificate, ΠΙΣΤΟΠΟΙΗΤΙΚΟ ΘΑΝΑΤΟΥ./ **Ölüm Belgesi.**

Student's estimated income and financial obligations

- Rent from property
- Information on any dividend(s), ΜΕΡΙΣΜΑ/ **hisseleriyle ilgili belge.**
- Information on any interest payments, ΤΟΚΟΣ / **faiz gelirleriyle ilgili belge.**
- Social Security Benefits, ΚΟΙΝΩΝΙΚΑ ΕΠΙΔΟΜΑΤΑ/ **sosyal sigorta gelirleri.**
- Scholarships and bursaries, ΥΠΟΤΡΟΦΙΕΣ / **burslar.**

About your parents

- Certificate of Family Status, ΒΕΒΑΙΩΣΗ ΟΙΚΟΓΕΝΕΙΑΚΗΣ ΚΑΤΑΣΤΑΣΗΣ./ **Medini Hal Belgesi**
- A Court Ruling of Divorce, ΔΙΚΑΣΤΙΚΗ ΑΠΟΦΑΣΗ ΔΙΑΖΥΓΙΟΥ./ **Boçanma Hükümü**
- A Death Certificate(s), ΠΙΣΤΟΠΟΙΗΤΙΚΟ ΘΑΝΑΤΟΥ./ **Ölüm Belgesi.**
- An official document confirming separation./ **Ayrık kararx / gösteren resmi belge**

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 income tax record for fiscal year 2009, ΕΚΚΑΘΑΡΙΣΤΙΚΟ ΣΗΜΕΙΩΜΑ **2008 / mali yilinin gelir vergisi kayıtları (WE CANNOT ACCEPT THE TAX DECLARATION FORM)**. This document does not need to be translated but it must be sent with the application form.
- Written evidence from the employer(s) confirming the exact start and end dates (ie day, month and year) of the employment and the gross earnings, ΕΤΗΣΙΟ ΣΗΜΕΙΩΜΑ ΕΡΓΟΔΟΤΗ ΓΙΑ ΔΗΛΩΣΗ ΦΟΡΟΥ ΕΙΣΟΔΗΜΑΤΟΣ.
- Letters or statements relating to any Social Security benefits, ΑΠΟΔΕΙΞΕΙΣ ΠΛΗΡΩΜΗΣ ΚΟΙΝΩΝΙΚΩΝ ΕΠΙΔΟΜΑΤΩΝ.
- The acceptable tax forms issued by the Cypriot tax authorities are: **I.R63, I.R63A, I.R190, IR190A**, and the **I.R 7** normally used to prove self employment.

Deductions

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

Dependant's details

- Certificate of Family Status, ΒΕΒΑΙΩΣΗ ΟΙΚΟΓΕΝΕΙΑΚΗΣ ΚΑΤΑΣΤΑΣΗΣ / **Medini Hal Belgesi**.
- Birth Certificate, ΠΙΣΤΟΠΟΙΗΤΙΚΟ ΓΕΝΝΗΣΗΣ / **Doğum Belgesi**.
- National Identity Card, ΤΑΥΤΟΤΗΤΑ / **Milli Kimlik Karti**.