



You can also file the application and related documentation online: www.kela.fi/english.



Send the application and any supporting documents by mail. The address is Kela, PL 10, 00056 KELA. The documents can also be sent to the educational institution.

Application period: Financial aid can be granted no earlier than the beginning of the month in which your application is received.

1. Applicant

Personal identity code

Family name and given name

Phone number

E-mail

i Kela retrieves address data from the population data system.

If you are not a Finnish citizen, also complete form OT 10e (Appendix to application for financial aid filed by foreign resident). See section 12 Enclosures.

If you are under 18 years of age, your financial aid decision will be notified to your guardian. Indicate to whom the decision should be notified. Please select one:

☐ To my parent. Name of the parent: _____

☐ To another legal guardian. Name of other legal guardian: _____

☐ I do not want my legal guardian to be notified of the decision.

2. Bank account number

i If payment is to be made outside Finland, complete form Y 121e (Notification – Change of account number – Individual customer).

3. Application

I wish to apply for financial aid

☐ for my entire period of study, but at the earliest from the beginning of the month in which the application was received.

☐ for the following period of time: _____ – _____ (The end date is not compulsory.)

i We will automatically check what kind of financial aid you can get and the period for which you can get it. This also applies to the provider supplement to the study grant and the supplementary allowance for the purchase of study materials. However, you must apply personally for a government loan guarantee for any student loans you wish to take out.

Do you wish to apply for a government loan guarantee?

☐ No ☐ Yes

4. Studies

Educational institution. See section 12 Enclosures.

Campus

Degree or qualification pursued

If you study in upper secondary school, are you studying for an IB Diploma? ☐ No ☐ Yes

Date on which you started/will start your current course of study: _____

Estimated date of graduation _____

Do you have an illness or a disability that may prolong your time of study?

☐ No ☐ Yes

i Kela monitors the academic progress of students who receive student financial aid. If you wish to provide information about an illness or a disability that may affect your studies on this form, we will take this into account when monitoring your academic progress.

Previous studies

Before starting your current course of study, have you completed some other degree or qualifications (besides comprehensive school)?

☐ No ☐ Yes. State which degree or qualifications, the year of completion and the educational institution.

Did you fail to complete a course of study before starting your current one?

☐ No ☐ Yes. State which educational institution, which course of study and the date of termination.

5. Parents and parental income

i Complete this section only if you are living with your parent(s) or you are under 18 years of age.

Are your parents separated?

☐ No ☐ Yes

Which of your parents do you live with or have you most recently lived with?

☐ Only one of my parents, please state whom. _____

☐ Both

i Kela receives information on your parents' taxable earnings and investment income for the most recently completed taxation from the Finnish Tax Administration. The student financial aid is granted according to the taxation data, unless you provide evidence that your parents' combined annual incomes have been reduced significantly (20% or more) after the most recently completed tax year.

If you are under 18 years of age, you live with your parent and your parent has a new spouse, remember to also take into account the incomes of your parent's new spouse when answering the questions about your parents' incomes.

☐ My parent has a new spouse

Have your parents' combined annual incomes been reduced (in total by at least 20%) after the most recently completed taxation?

☐ No (decision based on taxation data)

☐ Yes. State the reason for the change (for each parent separately):

Does either of your parents have income from abroad?

☐ No ☐ Yes. Provide details about the income from abroad.



6. Type of housing

During my studies I live starting from _____

or for the following period: _____ - _____

- ☐ with my parent ☐ in a rented house or flat ☐ in a right-of-occupancy home
☐ in a school dormitory without a rental agreement ☐ in a home owned by my spouse or by myself

☐ elsewhere, please specify: _____

i A home is considered to be owned by you and/or your spouse, if you, your spouse or you both together own at least 50% of it either personally or through a company. A home is also considered to be owned by you, if the home is owned by an estate and you or your spouse own at least 50% of the estate. Housing supplement is not available for owner-occupied homes.

Is your home owned by or rented from your parent?

- ☐ No ☐ Yes, and my home is not part of the same property as my parents' permanent residence.
☐ Yes, and my home is part of the same property as my parents' permanent residence.

i A home is considered to be owned by your parent(s) if either one or both of your parents own at least 50% of it either personally or through a company. A home is also considered to be owned by your parent(s), if the home is owned by an estate and your parent owns at least 50% of the estate.

The same property means the same housing company or the same lot.

7. Applying for the housing supplement

i Complete this section only if you apply for housing supplement.

You do not have to complete this section, if you are in a tuition-based programme at a folk high school and live in a school dormitory.

Rent or maintenance charge € _____ per month.

i You can include fixed water, electricity and furniture charges in the amount of the rent or maintenance charge.

Number of persons living in the home _____

Landlord _____

Address of the home _____

Have you filed or will you file a notification of move with the population data system?

☐ Yes ☐ No

i You must always submit a notification of move to the Digital and Population Data Services Agency if you move permanently into a new home, or if your temporary stay at another address will last longer than three months. Kela checks the address and housing data while student financial aid is paid out.

Do you live with your spouse? Spouse refers to married spouses and unmarried partners.

☐ No ☐ Yes; starting _____

Personal identity code of the spouse (or name and date of birth)

Do you or your spouse's child/children live in the same home?

☐ No ☐ Yes

Do you because of your studies live in rental accommodation with your child in another town or city than the rest of your family? Rest of the family means spouse/partner and children.

☐ No ☐ Yes

☐ During days of study I live in the school dormitory, but on weekends and during holidays I live in the rental or right-of-occupancy home for which I am applying for housing supplement.

8. Financial aid during the summer months

I will study as follows during the summer months. See section 12 Enclosures.

Start and end dates

_____ - _____

If you study in upper secondary school, please state the school where you pursue studies during the summer and how many courses or credits you will complete.

9. Studying abroad

Do you study abroad?

- ☐ No, or I don't know yet. **i** If you answer 'No, or I don't know yet', you can skip the rest of the questions in this section.
- ☐ Yes

How are your studies abroad related to the studies you are completing in Finland? See section 12 Enclosures.

- ☐ On-the-job training
Training is ☐ unsalaried ☐ salaried and the wage is on average € _____ per month.
- ☐ Study exchange
- ☐ Other, please specify. _____

In which country do you study? _____
during the period _____ – _____

While studying abroad, I will live

- ☐ with my parent
- ☐ in a rented house or flat. Amount of rent: € _____ per month. Provide an estimate if you do not know the exact rent.
- ☐ in a home owned by my spouse or myself
- i** A home is considered to be owned by you and/or your spouse, if you, your spouse or you both together own at least 50% of it either personally or through a company. A home is also considered to be owned by you, if the home is owned by an estate and you or your spouse own at least 50% of the estate. Housing supplement is not available for owner-occupied homes.
- ☐ elsewhere, please specify: _____

Is your home owned by or rented from your parent?

- ☐ No ☐ Yes, and my home is not part of the same property as my parents' permanent residence.
- ☐ Yes, and my home is part of the same property as my parents' permanent residence.
- i** A home is considered to be owned by your parent(s) if either one or both of your parents own at least 50% of it either personally or through a company. A home is also considered to be owned by your parent(s), if the home is owned by an estate and your parent owns at least 50% of the estate.
- The same property means the same housing company or the same lot.

After the period abroad, will you return to the same accommodation in Finland?

- ☐ Yes ☐ No. How will the accommodation change?

☐ I will not live abroad during my studies.

10. Own income and other benefits

Are you in apprenticeship training (salaried on-the-job training)?

- ☐ No, or I don't know yet ☐ Yes, during the period _____ – _____
- _____ – _____
- _____ – _____
- _____ – _____



Do you receive income from outside Finland?

☐ No ☐ Yes. State the amount, the date of payment, the payer and whether the income is taxable.

Do you get some other benefit during the period of study (if you get only general housing allowance and/or child benefit, answer 'No')?

☐ No ☐ Yes. Indicate the benefit and the payer.

If you study abroad, do you get any grants or scholarships or benefits comparable to student financial aid from abroad?

☐ No ☐ Yes. As regards grants and scholarships, state the amount, the date of payment, the payer and whether the grant or scholarship is taxable.

11. Military/non-military service or voluntary armed service

Will you complete military/non-military service or voluntary armed service during your studies?

☐ No
☐ Yes; starting from _____.

12. Enclosures

Section 1. Applicant

☐ Form OT 10e (Appendix to application for student financial aid filed by foreign resident) for foreigners who have not previously received financial aid for students.

Section 4. Studies

- i** You do not need to include a study certificate with the application if you study
- in preparatory education for programmes leading to an upper secondary qualification
 - in upper secondary school
 - for basic vocational qualifications
 - for a vocational qualification or a specialist vocational qualification
- ☐ A notification of admission to the school or some other study certificate if you pursue some other vocational education than a basic vocational qualification or a vocational qualification or a specialist vocational qualification.
- ☐ A notification of admission to the school or some other study certificate if you study in a liberal adult education programme (e.g. folk high schools and sports institutes).
- ☐ An individual study plan confirmed by the school if you study in adult primary education (comprehensive school studies).

Section 7. Applying for the housing supplement

- ☐ Copy of the rental or right-of-occupancy agreement.
- i** If you have already filed the agreement with Kela for instance for another benefit, you do not need to submit it again. Kela receives the details on rental housing from certain landlords in electronic form. In that case, you do not have to submit the rental agreement to Kela. You can check at www.kela.fi/vuokrasopimukset, if we receive the details in electronic form from the landlord.

Section 8. Financial aid during the summer months

☐ Students in upper secondary school: Certificate on the duration and contents of the summer studies. The certificate can be issued by the educational institution where you study during the summer months.


Section 9. Studying abroad

☐ Certificate of study period abroad. The certificate can be issued by your educational institution in Finland or at your destination, or it can be in the form of an agreement concerning on-the-job training. The certificate must indicate the study exchange or on-the-job training period. Upper secondary school students must also submit a statement indicating how many courses or credits count towards completion of the Finnish upper secondary school curriculum.

Section 10. Own income and other benefits

☐ Details on income from abroad. Kela receives information on wage and benefit income from Finland from the national incomes register.

13. Additional information

 Write the number of the section you are referring to.

☐ Additional information on a separate sheet. Write your name and personal identity code on the sheet.

14. Signature

I declare that the information I have given is true and accurate. I will notify any changes.

Place and date

Signature

Date the application was received by the educational institution: _____

Information obtained for the purpose of deciding the present matter may be used for other benefit-related matters, if so required under law. Any information obtained within the context of another benefit may also be used to decide the present matter.

Please contact us for more information about which outside sources we may access to obtain additional information about your circumstances and to whom we may provide such information.

