



# MINISTRY OF FINANCE AND THE PUBLIC SERVICE

30 National Heroes Circle, Kingston 4, Jamaica  
 Phone: 876-922-8600-16 Fax: 932-5982 Website: [www.mof.gov.jm](http://www.mof.gov.jm)

## TERTIARY EDUCATION GRANT TO CHILDREN OF PUBLIC SECTOR WORKERS APPLICATION FORM

Please complete Sections A to E in **BLOCK CAPITALS** using black or blue ink. Forms not properly completed will not be processed.

**NB: The Grant is in respect of tuition and all payments will be made directly to the institution upon receipt and verification of the supporting documents as per Circular No.8, Ref. No. 31061<sup>II</sup> dated March 22, 2016**

A. APPLICANT INFORMATION (PARENT)									
NAME									
	SURNAME			FIRST NAME			MIDDLE INITIAL		
ADDRESS									
CONTACT INFORMATION	(w)			(c)					
	TELEPHONE			EMAIL ADDRESS					
EMPLOYER									
POST TITLE & GRADE							DATE OF EMPLOYMENT		
							DD	MM	YY
B. BENEFICIARY INFORMATION (CHILD)									
APPLICATION FOR GRANT IN THE FIELD OF:							DATE OF ENTRY		
							DD	MM	YY
INSTITUTION									
TUITION COST				SCHOOL ID NUMBER					
NAME									
	SURNAME			FIRST NAME			MIDDLE INITIAL		
ADDRESS							DATE OF BIRTH		
							DD	MM	YY
CONTACT INFORMATION	(H)			(C)					
	TELEPHONE			EMAIL ADDRESS					
C. DECLARATION									
I declare that the information on this form is to the best of my knowledge true correct and complete and agree that I will be disqualified from obtaining the grant if it is found that the information provided on this application or by subsequent requests is false. I also agree that I would have forfeited all rights to payment and future opportunities for consideration under the programme.									
SIGNATURE (PARENT)							DATE		
							DD	MM	YY
D. FOR HUMAN RESOURCE DEPARTMENT					E. FOR TERTIARY GRANT COMMITTEE				
APPLICANT'S DATE OF EMPLOYMENT				DATE RECEIVED					
	DD	MM	YY	DD			MM YY		
TYPE OF EMPLOYMENT				VERIFIED by TERTIARY GRANT COMMITTEE REP					
							DD	MM	YY
DOCUMENTS VERIFIED BY: <small>DIRECTOR, HR / HEAD OF DEPARTMENT</small>	NAME			GRANT APPROVED			AMOUNT AWARDED \$		
	SIGNATURE			GRANT NOT APPROVED			REASON NOT APPROVED:		
DATE VERIFIED				SIGNED by: <small>CHAIRPERSON, TERTIARY GRANT COMMITTEE</small>					
	DD	MM	YY				DD	MM	YY