



## EDUCATION SERVICE CONTRACTING (ESC) GRANT APPLICATION AND APPROVAL PROCEDURES

*Junior High School Unit*

**Definition of the ESC.** ESC aims to make quality junior high school education accessible by providing financial assistance to deserving elementary school graduates who wish to study junior high school in private schools.

**Terms of the ESC Grant:** Covers four years of JHS starting from Grade 7

**Amount of ESC Grant:** P 13,000.00 effective January 2018

**For Transfer-ins:** Old ESC grant amount will apply (especially those coming from non-NCR schools)

### APPLICATION PROCEDURES

*A. For Incoming Grade 7 students:*

1. Parents must submit a letter of intent (addressed to the Principal) to the Junior High School Office within the stipulated submission period. The letter must state the reason for the need of the grant
2. A photocopy of your Income Tax Return (ITR) (both parents)

*B. For Transferees who are ESC grantees*

The ESC grantee must present to the accepting school (i.e. SSC-Manila) a certification letter reflecting her previous school-ESC ID and the ESC ID of the student.

*C. Submission Period of Application*

February – May of each school year

Note: Parents will be notified of the status of the application as soon as SLOT ALLOCATIONS for the coming school year is posted on the school's ESC IMS account (between April - July).