Exceptional Study Aid campaign
Grenoble INP – UGA
2021/2022

Student Info
Frequently Asked Questions (FAQ)

PUBLIC CONCERNED

ANY STUDENT enrolled in <u>initial training</u>, in a preparatory cycle, in a bachelor's degree, in an engineering cycle or in a master's degree in one of the components of Grenoble INP

<u>Your administrative registration at Grenoble INP is required</u> for your application to be considered.

SCOPE

The Exceptional Study Aid :

⇨ is aimed at students in serious financial difficulty who apply for it

⇨ is awarded in a single payment for the whole academic year 2021/2022

CAMPAIGN OPENING DATES

⇨ Application begins : **Monday 18 October 2021**
⇨ Closing date for applications : **Sunday 21 November 2021**

COMMITEE SCHEDULE

⇨ The Student Social Commission for the Exceptional Study Aid will be held in a single session **at the end of January 2022**
⇨ You will be notified by e-mail (to the address given in your file) of the decision concerning you **in mid-February 2022**

RECOMMENDATION

▲ Important information ▲

We invite you to fill in your application with the utmost care.

If any supporting document is missing or does not meet the requirements of the application, it will not be examined and the application will be systematically refused.

Please note that any false declaration is liable to penal and disciplinary sanctions with a review of the opinion of the Social Commission of Grenoble INP.

If you have already applied for TUITION FEE EXEMPTION

⇨ WE RETRIEVE YOUR DATA FROM YOUR OTHER APPLICATION

PLEASE NOTE - **In case of a change of situation since your application for exemption :**

Examples: Favourable or unfavourable response to your application for a scholarship, change in family situation: unemployment, retirement, redundancy, illness, death, divorce, birth, etc....)

⇨ **You can add new documents to your file**

WITHOUT SUPPORTING DOCUMENTS, THE NEW FINANCIAL SITUATION WILL NOT BE TAKEN INTO ACCOUNT

We do not review duplicate files

USEFUL ADDRESSES

⇨ **SOS Application** : If you have any difficulties in completing your application, contact your school's dedicated service at :

- **La Prépa des INP** laprepa.aee.21-22@grenoble-inp.fr
- **Ense3** : ense3.aee.21-22@grenoble-inp.fr
- **Ensimag** : ensimag.aee.21-22@grenoble-inp.fr
- **Esisar** : esisar.aee.21-22@grenoble-inp.fr
- **Génie Industriel** : genie-industriel.aee.21-22@grenoble-inp.fr
- **Grenoble IAE** (et Valence) : iae.aee.21-22@grenoble-inp.fr
- **Pagora** : pagora.aee.21-22@grenoble-inp.fr
- **Phelma** : phelma.aee.21-22@grenoble-inp.fr
- **Polytech Grenoble** : polytech.aee.21-22@grenoble-inp.fr

⇨ **SOS Technical** in case of technical problems: sos.aee.21-22@grenoble-inp.fr

Please check the **"Frequently Asked Questions"** (FAQ) at the end of this document
Messages containing a question already referenced in the FAQ will not be processed by the SOS team

▲ REQUIRED▲

To enable us to identify you, in any message sent to **SOS Application** and **SOS Technical**, please indicate your :

- **Last name**
- **First name**
- **FSA file number**
- **School**

LIST OF THE REQUIRED DOCUMENTS

⇨ Please refer to the document « **Exceptional Study Aid campaign - List of required documents** »
https://www.grenoble-inp.fr/fr/vie-etudiante/le-financement-des-etudes

▲ WARNING ▲

- **Any INCOMPLETE file, or with untranslated or illegible documents and/or documents that do not correspond to what is requested will not be examined.**

- All documents must be translated into French or English.

- The documents proving family resources must indicate the identity of the person concerned and the ANNUAL amount of income received in the year 2020.

- Salary slips are not allowed.

  The exception is a salary slip from December indicating the cumulative annual amount of salaries for the year 2020 for parents working abroad.

ACCESS TO THE CAMPAIGN

Here is the link to the 2021/2022 Exceptional Stydy Aid campaign:

**https://applicationform.grenoble-inp.fr/FSA/272**

GENERAL INFORMATION

⇨ When all the fields of the file are filled in, the file is considered **COMPLETE** by the application
It can then be **SUBMITTED**.

⇨ During the campaign you can :
- Fill in the application form
- Attach the requested documents
- Modify incomplete application
- Modify the complete but not submitted application
- Submit the application - **After submission you will not be able to modify your application anymore**

The software allows you to complete the application in several times.

REMEMBER TO SAVE after filling in all the fields in a tab,

by clicking on ➡

Validate

GRENOBLE INP UGA

MAIN SCREENS

GRENOBLE INP UGA

2021/2022: Exceptional Study Aids campaign
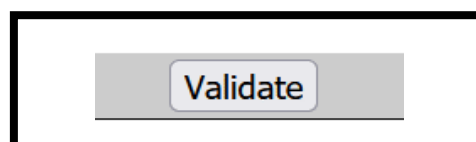
Home

2021/2022: Exceptional Study Aids campaign

The application campaign opens on Oct 18, 2021 and closes on Nov 21, 2021.

Welcome to the campaign for Exceptional Study Aids (Aides Exceptionnelles d'Etudes) of Grenoble INP, for the 2021/2022 academic year.

Key dates:
- Opening of the campaign : **October 18th 2021**
- Closing date for applications: **November 21st, 2021 midnight** - no additional time will be granted
- Examination of applications by the Student Social Commitee: **January 24th 2022**
- Reply date: **Mid February 2022**, Receipt of the response **via the email address** provided in your file

Campaign dates

■ **Newcomers**

Please register to create your personal space. You will then drop your application files into that space.

Create my personal space

FIRST LOGIN

Enter your identity (last name, first name, date and place of birth).
E-mail address (will be your login)
Define your password (minimum 10 characters, with letters, numbers and special characters)
Define your security questions/answers.

■ **Registered users**

You can view and edit your application.

Log in to your personal space:

Email	
Password	

Enter

Lost password
Lost identifier

Tools in case you forget

APPLICATION FILE

Your file status

Application data for 2021/2022: Exceptional Study Aids

APPLICATION NUMBER: **FSA02720062948**

On this page, you can fill in and review your application form. Once your application form is fully filled in, do not forget to submit your application from your personal space!

Application state: **incomplete** *Your application for this position is currently incomplete. Please follow the indications below to fill it completely out, especially the mandatory fields annotated with *.*

Application submission: Submit your application
You have not yet submitted your application, you are not done yet!

Used volume: 0 b / 7.0 Mb

Save button

to be activated after filling in the fields of a tab

Validate

Application for Exceptional Study Grants 2021/2022 * ANY QUESTIONS? - PLEASE CONSULT THE DOCUMENTS ENT...

STUDENT* | FIRST STEP - Have you ever applied for a fee exemption - Grenoble INP in this year 2021/2022?* | SOCIAL DATA* | BANK STATEMENT* | DECLARATION OF HON...

White tab = fields filled in completely and validated

Red tab = fields not completed, or partially completed, or not validated

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FILE VALIDATION

⇨ **COMPLETE file ready for submission**

Your status file before submission

On this page, you can fill in and review your application form. Once your application form is fully filled in, do not forget to submit your application from your personal space!

Application state: **filled out**   You have provided all required data (annotated with *). You may improve your application by providing more optional pieces.

Application submission: [Submit your application]
You have not yet submitted your application, you are not done yet!

FILLED OUT = COMPLETE Your application file contains all the required documents

 You can still modify it or add documents

Once submitted, your application cannot be modified

⇨ **COMPLETE file successfully submitted**

■ **My application**

To fulfill your application, you have to 1) fill it out completely, so that all mandatory data are provided and then 2) submit the application in order to formalize your decision. After submitting, your application data will become read-only.

APPLICATION NUMBER: **FSA02180062205**

CURRENT STATE: **filled out**   **submitted**

On this page, you can fill in and review your application form. Once your application form is fully filled in, do not forget to submit your application from your personal space!

Application state: **filled out**   You have provided all required data (annotated with *). You may improve your application by providing more optional pieces.

Application submission: **Successfully submitted**   You have submitted your application; you can no longer modify it

RECEIPT OF A CONFIRMATION EMAIL

[Scolarite Centrale] Submission proof

Expéditeur : [.]

À : [   ]

📄 proof   5769882 .pdf (84,5 ko) Télécharger | Porte-documents | Supprimer

Dear final TEST !

This message confirms your submission of an application for the campaign.
You will find enclosed a formal proof of the data you have submitted.
Best regards
Campaign web team

Your file in PDF format is sent to the address you gave when you created your personal space (LOGIN)

RECEIPT OF A MODIFICATION EMAIL

During the review of your application, **if your application is invalidated**, you will receive an automatic notification.
You will find :

- the reasons for the rejection
- the changes to be made before the DEADLINE
- possible comments

FSA2 [**| Notification**

Expéditeur : "FSA" <ne-pas-repondre@grenoble-inp.fr>

À :

[ENGLISH]
Dear

This is an automated application notification, please do not reply to it.

On the FSA site, the administration have modified some information about your application do the
2021/2022: t
    NEW supporting document requested - CAUTION new submission required - DEADLINE : 30/08/2021
* REASON :
* Student section - I
* Father's resources
* Mother's resources
* Siblings' section
* COMMENTS :

Deadline

Reason

Tabs and documents concerned

Comments

You can review the detail of the administrative information in your application summary:
    http://applicationform.grenoble-inp.fr/FSA/

REQUIRED

Consult your file and the reasons for rejection

Modify your application

Resubmit your application before the **DEADLINE**

See below
the Frequently Asked Questions
(FAQ)

Frequently Asked Questions (FAQ)

PERSONAL SPACE ?

PERSO SPACE ?

To create your personal space, you must fill in all the fields.

The **email address** you provide will be used for all communication with you and **will be your LOGIN ID** to connect to the application.

The other information will allow our services to identify you without ambiguity, in particular in case you forget your password.

PASSWORD / USER ID LOST ?

HOW CAN I REMIND MY PASSWORD ?

It is not possible to retrieve your password. However, you will be able to choose a new one, if you answer all the questions correctly, by clicking on *"Forgotten your password"* from the *"Already registered"* home page.

If this does not work, send us a message with your last and first name to the following address :
sos.aee.21-22@grenoble-inp.fr

I LOST MY IDENTIFIER (LOGIN ID) : HOW CAN I LOG IN ?

Your login is your email address: the one you gave when you registered.

If you don't remember it, please click on *"Forgot your identifier"* and fill in the requested fields "Last name - First name and date of birth".

TRANSLATION OF DOCUMENTS ?

IS THE SWORN TRANSLATION REQUIRED ?

All documents must be translated into **French** or **English**.

Sworn translation of the documents to be uploaded are not compulsory; however, it is **ESSENTIAL** to upload a copy of the original **AND** the unsworn translated version.

I'M NOT ABLE TO GATHER ALL THE SUPPORTING DOCUMENTS ?

WHAT IF I'M NOT ABLE TO SUPPLY THE FAMILY RECORD BOOK ?

You must produce **a signed and dated sworn statement** listing the full names and dates of birth of all your family members, parents and siblings, indicating those who are financially dependent on your parents during the academic year 2021/2022.

SPECIAL SITUATION

If your family situation does not allow you to provide all the requested documents :

⇨ Contact your school's Registrar's Office as soon as possible via the **SOS Application** addresses (**listed above in "Useful Addresses"**)

I WANT TO ADD OR MODIFY A DOCUMENT

UNFORESEEN CHANGE OF SITUATION

An event has occurred after your application was submitted and has changed your family situation (unemployment, redundancy, illness, divorce, retirement, etc.):

⇨ Quickly contact your school's Registrar's via the **SOS Application** addresses **(listed above in "Useful Addresses")**

MODIFY OR ADD A DOCUMENT AFTER SUBMITTING MY APPLICATION

Once your application has been validated, you can no longer modify it.

⇨ Quickly contact your school's Registrar's via the **SOS Application** addresses **(listed above in "Useful Addresses")** to sent the new supporting documents before 21 november 2021, **the end of the campaign**

▲ REQUIRED▲

To enable us to identify you, in any message sent to **SOS Application** and

SOS Technical, please indicate your :

- **Last name**
- **First name**
- **FSA file number**
- **School**

You will find **this FSA file number** in your personal space :

I CAN NOT FIND AN ANSWER TO MY QUESTION

If you cannot find the answer to your question, please contact **SOS Application** (addresses listed above in "Useful addresses"), giving your **full name**, **school** and **file number** and explaining the problem you are experiencing.