

INFORMATION ON THE ISD FINANCIAL ASSISTANCE PROGRAMME / SCHOLARSHIP POLICY

The International School of Düsseldorf e.V. (ISD) was established in 1968 to serve Düsseldorf's international community and interested German families. ISD is an independent school operator recognized by the state of NRW and provides an international, co-educational, English learning environment for its students. As a supplementary school (*anerkannte internationale Ergänzungsschule*) and as an alternative school (*Ersatzschule*) ISD is officially qualified to replace German public schools.

The International School of Düsseldorf e.V. pursues exclusively and directly non-profit purposes as defined under the section "Tax Preferred Purposes" of the (German) Tax Code (*Abgabenordnung*). Besides public funding, ISD is financed mainly by tuition fees and the support of Förderverein DIS e.V. based on contributions provided by families or the employers of families who are sending their children to ISD.

The school does not support a practice of separation of students with regard to the income or wealth of their parents. Therefore, the governing body of the school, the Board of Trustees, has created a financial assistance programme to ensure international and social diversity and make ISD accessible to students with the interest and need or demonstratable benefit for an international education regardless of economic status. Under the programme, a limited number of scholarships is available each year demonstrating financial need.

The Board of Trustees has agreed on the following guidelines for its Financial Assistance Programme from school year 2020/21 onwards:

Policy Information

ISD accepts applications for the Financial Assistance Programme from students and new applicants in all grades of its supplementary school classes (*Ergänzungsschulklassen*). To be eligible for consideration to a tuition fee or admission fee reduction a family must be resident in Germany and not have any access to alternative financial support through corporate or their own company, government, and any other means of sponsorship. In addition, the student's need for a tuition fee reduction must be established through the completion of the financial assistance application form, which requires timely submission of detailed family financial information for review.

The Financial Assistance Programme Committee will meet until May and determine the programme participants from the applications submitted to the Admissions Office or the Director of Finance & Administration.

All applications for Financial Assistance will remain in strictest confidence. Procedures applied are in line with the German Data Protection regulations.

The ISD Financial Assistance Programme will be advertised in detail (programme description, submission dates and requirements) in local newspapers, on the ISD website and in the admission papers.

Applications in full, with complete supporting documents, must be received by a date mentioned in the advertisements of the programme. Families enrolling after the deadline may be considered eligible for Financial Assistance as long as funds are still available. Applicants will be interviewed as part of the process to review the supporting documentation. Families must be available for interviews during the application period.

The annual budget of financial assistance (i.e. scholarships available) is determined by the Board of Trustees.

Applications for Financial Assistance can only be accepted when an application for a place in the school has been submitted, the respective principal has accepted the student, and spaces are available.

Applications are approved on an annual basis only. Renewal is possible upon re-application in a subsequent year. No guarantees of Financial Assistance are made for future years. The financial assistance programme does not confer an enforceable claim to receive a reduction even if all criteria are met.

The following ongoing expectations for students on Financial Assistance are essential and will be considered as part of the decision process:

- regular attendance at school
- excellent application to study
- disciplined and respectful behaviour in relation to teachers and peers.

All applications must be in English or German language.

Level of support for financial assistance

The amount of financial assistance granted is based on the family's gross annual worldwide income. The gross income includes all positive earnings regardless of the origin and whether the earnings are taxable or not. Child benefits/family allowances are considered income. Negative income will not be deducted from positive income.

The income table for financial assistance can be discussed with ISD's Director of Finance & Administration during the interview.

Disclaimer: ISD reserves its right to change its Policy for Financial Assistance and to adjust the mentioned timelines if necessary.