Kodaikanal International School
PO Box 25, Seven Roads Junction, Kodaikanal 624 101, Tamil Nadu, India
(91) 4542 247 500 contact@kis.in www.kis.in

Department: Admissions	Policy No.: Admissions-001
Title: KIS Financial Aid Policy	Date: 06 February 2025

KIS Financial Aid Policy

1. Introduction

As a Christian school, KIS has always recognized that it has a responsibility to its broader community and as such, has made provision to support the education of students coming from socio economic backgrounds that would otherwise prevent them from studying at the school. To achieve this objective the school budgets a substantial percentage of its financial income and continues to build on an endowment fund to support Financial Aid and Scholarships.

2. Rationale for financial aid program

For the first 75 years of Kodaikanal International School's existence fees were derived from individual foreign churches, foreign mission boards, foreign diplomatic agencies, the UN and companies. Families paying their own fees were a rarity. In the 1970s, the School's demographics changed with an increasing number of families paying their own fees.

As these changes became apparent, the school was conscious that in order to attract a broad range of students with a healthy socio-economic mix a scholarship program should be established.[1] This was again affirmed in Design '18 (*Admissions Criteria*).

We believe that the School's financial aid program is a critical component toward achieving our goals as a multicultural, international Christian school and as a social responsibility initiative.

3. Standards, general guidelines, guiding principles, strategies

The school will maintain a needs-based financial aid program with a long-term goal to add merit-based scholarships.

Admission to Kodaikanal International School is a prerequisite for a candidate being considered for financial aid. Applying for financial aid is not a guarantee to receiving aid.

- The maximum award available will be **95 %** of the annual fee
- Students receiving 80% or above will be eligible for reductions in the Development Fee
- Students on financial aid will also receive assistance for mandatory field trips

The Financial Aid committee will consist of the Principal, the Director of Finance and the Admissions Coordinator.

All grants are made on a yearly basis and are subject to annual review before renewal.

Only three students in any one family will ordinarily be eligible for financial aid at any one time unless the third delivery has resulted in multiple births, in which case the first two children and the children from the third delivery will all be considered as eligible.

[1] Design, '18

Financial aid will be available to families who meet the financial aid criteria and whose children are in Grade 5 and above except in the case of children of doctors working in the Van Allen Hospital, and the Government Hospital, Kodaikanal, as we need to encourage their continued employment so as to secure their services in times of need and the children of the staff working in KIS as we agree that they should be given the opportunity for a comprehensive education which is in keeping with our "In India" definition as laid out in Design '18. Aid for these two categories will be available at any grade provided all other requirements are met.

The Financial Aid program cannot meet the full, declared financial need to a family, but will make an offer on its best judgment within the School's available resources. The following considerations will be taken into account when determining whether financial aid is to be granted and the amount to be offered:

- The student Financial Aid committee's assessment of the candidate
- The financial status of the family
- The category of the application
- The overall Financial Aid budget available and budget utilization at the time
- Number of minor children living at home and other similar considerations

KIS will also accommodate families encountering financial difficulty by establishing payment plans with the family.

4. Criteria for granting financial aid

Financial Aid at Kodaikanal International School will be given according to financial need.

The student receiving financial aid shall exhibit the following qualities:

- Demonstrated active participation in the academic and non-academic life of the school. The student is expected to maintain a minimum GPA of 2 (C) if in Grade 11 and 12 or a minimum of 33 points out of 56 if in Grade 6 to 10. Students who receive aid up to 90% and who achieve exemplary academic requirements can earn additional Financial Aid of 5%. Failure to maintain the GPA or IB Grade requirement will lead to a review of the Financial Aid.
- Exhibit a positive attitude toward the goals and values of the school
- Show evidence of positive contribution to school life and activities

5. Definitions of categories of eligibility

1. Students from families in full-time Christian service

I. Criteria

- The financial provider in the family must be a full-time employee working for a mainline church organization such as CSI, CNI, Lutheran, Methodist, Presbyterian, and Reformed Churches and other churches that have historical links with KIS.

OR

- The financial provider in the family must be a full-time employee working for a bona fide Christian organization in a category recognized by the school such as a Mission organization; a Christian NGO or charitable or relief organization; Such NGOs or charitable or relief organizations should be registered as a society or body under the Government of India and should be in existence for at least 15 years with a proven track record in helping poor and the needy.

It is recommended that preference be given to children from the states of Bihar, Madhya Pradesh, Rajasthan, Orissa, Uttar Pradesh, Jharkhand, Chhattisgarh and the North Eastern States.

II. Aid awarded in this category will be in the following ranges

a. Employees of Christian organizations working in Kodaikanal pay 5% of the annual fee.

b. Missionaries employed by the Global Ministries (formerly United Church Board for World Ministries) pay 15% of the annual fee irrespective of their location. Parents requesting financial aid under the category would be required to provide an employment certificate from Global Ministries

c. Employees of Christian organizations working in rural India i.e. in areas other than cities classified as "X" or "Y" by the Central Government of India not falling under II a above

STRATA i: Family income per child less than Rs. 7,25,001, pay 5% of annual fee
STRATA ii: Family income per child between Rs. 7,25,001 & 15,75,000, pay 10% of annual fee

Financial Aid will be awarded on a discretionary basis to those families whose family income per child exceeds Rs. 15,75,000 per annum.

d. Employees of Christian organizations working in "X" or "Y" categories of cities

STRATA i: Family income per child less than Rs. 7,25,001, pay 10% of annual fee
STRATA ii: Family income per child between Rs. 7,25,001 & 15,75,000, pay 15% of annual fee
STRATA iii: Family income per child between Rs. 15,75,001 & 20,00,000, pay 20% of annual fee
STRATA iv: Family income per child between Rs. 20,00,001 & 23,00,000, pay 25% of annual fee
STRATA v: Family income per child between Rs. 23,00,001 & 26,60,000, pay 35% of annual fee

Financial Aid can be awarded on a discretionary basis to those families whose income per child exceeds Rs. 26,60,000

(Family income is calculated as total income less income tax)

(Family income per child is calculated by dividing the family income by the number of children attending/to be attending KIS)

e. Employees of Christian organizations working outside the Indian subcontinent: Decisions will be made on a discretionary basis.

Rationale: Some full-time Christian workers receive international support resulting in salaries that exceed our criteria for families in full-time Christian service. However,

their children provide significant balances in our targeted demographics, e.g. Christian faith, foreign passports, etc. *See Design '18 (*Admissions Criteria*, #7).

These children often need to return abroad for their post-secondary education, which may result in a significant financial burden to their families who are committed to service in India. Therefore, it is recommended that these families be released somewhat from the burden of their children's schooling, as their finances will be required to support their children's post-secondary education.

2. Students from families in specific public service activities

I. Criteria

- The financial provider in the family must be a full-time employee working in a position or capacity that can be clearly seen as contributing to the growth and development of India or another SAARC or Asian country in an employment category recognized by the school e.g. a government post, in an approved service NGO, involved in social work or education

II. Aid awarded in this category will be in the following ranges:

a. Children of doctors working in the Van Allen Hospital and the Government Hospital, Kodaikanal, pay 5% of the annual fee, as we need to encourage their continued employment so as to secure their services in times of need

b. Other citizens of the Indian subcontinent

- **in rural India i.e. in areas other than cities classified as "X" or "Y" by the Central Government of India**

STRATA i: Family income per child less than Rs. 13,90,001 pay 35% of annual fee
STRATA ii: Family income per child between Rs. 13,90,001 & 17,50,000, pay 40% of annual fee
STRATA iii: Family income per child between Rs. 17,50,001 & 21,20,000 pay 50% of annual fee

Financial Aid can be awarded on a discretionary basis to those families whose family income per child exceeds Rs. 21,20,000.

- **in "X" or "Y" categories of cities**

STRATA i: Family income per child less than Rs. 15,75,001, pay 35% of annual fee
STRATA ii: Family income per child between Rs. 15,75,001 & 20,00,000, pay 40% of annual fee
STRATA iii: Family income per child between Rs. 20,00,001 & 23,00,000 pay 50% of annual fee

Financial Aid can be awarded on a discretionary basis to those families whose family income per child exceeds Rs. 23,00,000

(Family income is calculated as total income less income tax tax)

(Family income per child is calculated by dividing the family income by the

number of children attending/to be attending KIS)

c. Citizens of countries outside the Indian subcontinent:
Decisions will be made on a discretionary basis. *See Design ’18 (*Admissions Criteria,* #7).

3. Any other students who apply for financial aid will be considered individually according to financial need. They must complete the same procedural conditions of other applicants.

- Children of refugees, victims of war, terrorism or other such circumstances will be given special consideration, as noted in Design ’18 (*Student Body,* #8).

- Children who help the school reach its goals with regard to diversity and balance will also receive special consideration, as noted in Design ’18 (*Student Body: School Profile*).

4. Financial aid will not ordinarily be applicable to students from families in business except in cases of current students facing a financial crisis.

6. Summary of financial aid awards

Category 1	Students from families in full time Christian service	Normal financial aid
A	Employees of Christian organizations working in Kodaikanal	95%
B	Missionaries employed by the Global Ministries	85%
C	Employees of Christian organizations working in rural India	
Strata	Family income per child is	
C-i	Less than Rs. 7,25,001	95%
C-ii	Between Rs. 7,25,001 & 15,75,000	90%
C-iii	Family income per child is more than Rs. 15,75,000	Awarded on a discretionary basis
D	Employees of Christian organizations working in "X" or "Y" categories of cities	
Strata	Family income per child	
D-i	Less than Rs. 7,25,001	90%
D-ii	Between Rs. 7,25,001 & 15,75,000	85%
D-iii	Between Rs. 15,75,001 & 20,00,000	80%
D-iv	Between Rs. 20,00,001 & 23,00,000	75%
D-v	Between Rs. 23,00,001 & 26,60,000	65%
D-vi	More than Rs. 26,60,000	Awarded on a discretionary basis
E	Citizens of countries outside the Indian subcontinent	Awarded on a discretionary basis
Category 2	**Students from families in specific public service activities**	**Normal financial aid**
A	Children of doctors working in the Van Allen Hospital and the Government Hospital, Kodaikanal	95%
B	Other citizens of the Indian subcontinent	
	- **in rural India**	
Strata	Family income per child	
B-i	Less than Rs. 13,90,001	65%
B-ii	Between Rs. 13,90,001 & 17,50,000	60%
B-iii	Between Rs. 17,50,001 & 21,20,000	50%
B-iv	More than Rs. 21,20,000	Awarded on a discretionary basis
	- in "X" or "Y" categories of cities	
Strata	Family income per child	
B-i	Less than Rs. 15,75,001	65%
B-ii	Between Rs. 15,75,001 & 20,00,000	60%
B-iii	Between Rs. 20,00,001 & 23,00,000	50%
B-iv	More than Rs. 23,00,000	Awarded on a discretionary basis
C	Citizens of countries outside the Indian subcontinent	Awarded on a discretionary basis

Category 3	**Any other students**	**Awarded on a discretionary basis**

7. Important

Financial Aid applications from employees of Christian or Public Service organizations need to be supported by a certification from their employers as to their nature of work and place of posting.

Financial Aid will be available in such cases only for the duration of their employment with such organizations and any change in employment needs to be communicated to KIS. If employment is terminated for any reason other than death or retirement, and such termination is communicated to KIS, Financial Aid will be withdrawn from the semester following the date on which such communication is received by the school.

8. Timelines & academic standards to be maintained

For current students

- GPAs and MYP Scores will be reviewed at the end of each quarter and, if necessary, letters of warning will be issued. If a Grade 11 or 12 student achieves a GPA of 3.0 (B) or above, or an MYP student achieves an IB Grade of 42 (out of 56) or above, additional aid of 5% will be awarded the following semester. If a minimum GPA of 2.0 (C) or an MYP Score of 33 (out of 56) is achieved, aid will continue at the normal rates for the following semester. If the student fails to achieve the minimum GPA or MYP Score, the aid will be reviewed by the financial aid committee.
- Applications for financial aid are to be submitted to the Admissions office by 15 January
- Letter of notice of withdrawal of assistance will be sent after the third quarter (mid-March) grades are received
- Families are informed of aid package by 1 April

For new students

- Applications are received by 1 March
- Families are informed of aid package by 1 April

9. Process

- Inquiries for financial aid are received by the admissions Office
- New applicants for Financial Aid will be given applications on request after the admission process is completed. Completed forms are to be submitted to the Admissions Office by 1 March of the enrolling year.
- In respect of students who are currently on financial aid, applications forms will be sent out by 1 November and completed forms are to be submitted to the Admissions Office by 15 January.
- The following documents must accompany the application for financial aid.
  - The application must include letters of support from the parents' employers certifying the annual remuneration of the applicant family
  - A copy of the most recent income tax return

- Screening and preliminary decisions are made by the Finance Director & Admissions Coordinator
- Results are presented to the Financial Aid committee for final decision
- All cases wherein decisions are to be made on discretionary basis shall be recommended by the Financial Aid Committee to the Finance Committee and the member of Executive Committee nominated for this purpose either at a meeting or by email.
- The Finance Committee and the member of the Executive Committee nominated for this purpose shall be informed of all the decisions of all routine cases.
- An applicant for financial aid who has not been given aid due to unavailability of budget, but who proceeds with admission or continues in the school (in the case of current students), will be given first preference to any aid that becomes subsequently available during the course the same year.

10. Review

- The financial aid policy will be reviewed on an annual basis by the Finance Committee and the Executive Committee with specific reference to, but not confined to, the stratification.

Ver. No.	Last edited on	Last edited by	Last approved by (indv. or group)	Next Review Period/Date	Remarks
1.00	February, 2025	Ruth Godwin (Admissions Coordinator)	Council of Directors	February 2026	Family income per child criterion reviewed to account for 10% fee increment