
Supplement to the General Terms and Conditions of the School and Boarding Contract of Schule Schloss Salem in the event of a Scholarship Contract being concluded

in the version of September 01, 2020

1. Basic information

1.1 Scholarship selection

Applications for a partial scholarship at Schule Schloss Salem may be submitted at any time during the year. After receiving all necessary application forms and documents, the regular application process for a place at the Schule Schloss Salem starts. This requires the personal appearance in Salem (personal interview with the admission team), as well as the passing of placement tests.

A claim to disclose the evaluation criteria for the preselection process or for the feedback after the personal interview, tests, as well as from the "Mentorate" and / or classes does not exist.

Reapplication after rejection shall only be possible for other school grades. The grades are composed of classes 5 - 7, 8 - 10 and 11.

Pupils, who have already been admitted and have not gone through the scholarship selection process prior to admission, can only apply for the "Heinrich Blendinger Scholarship", which is independent of income, currently limited to 500 € per month and awarded to the high achieving pupils of Schule Schloss Salem between grades 8 and 10 in a separate procedure.

1.2 The amount of the scholarship and possible additional funding

Each scholarship holder shall, upon confirmation, receive a basic monthly scholarship of 500 €, i.e. a reduction in the regular school and boarding school fees of 500 €.

Should the parents, due to their income and assets situation, still require additional funding (= reduction) exceeding the basic scholarship, a scholarship application shall be submitted by the parents, stating their own possible contribution, evidence of possible exceptional expenses, and the income tax returns of the previous two years.

Upon the application of the scholarship holder or their parents/guardians, the School representatives then consider additional funding in addition to the basic scholarship, for each individual scholarship holder. The scholarship application filled in by the parents, in which they present a personal estimate of their own payment contribution, shall serve as the basis for this. In this connection, specific expenditures (e.g. costs for care), the professional situation of the parents, a possible loss of earnings due to illness, education expenses for the brothers and sisters, etc. are taken into account.

All the Salem scholarships are partial scholarships. At least 500 € per month shall be paid as an own contribution. Otherwise, it shall be generally valid that at least 1 % of the gross annual salary of the parents be paid monthly for the child's admittance to Schule Schloss Salem. In cases of particular hardship (unemployment of the parents, illness, etc.), a reduction in the own contribution can also be agreed in the individual case. The Business Manager shall inform the parents of the own contribution decided upon by

the scholarship committee, and shall be available for any possible inquiries that may arise. Upon reaching an agreement, the Admissions Office shall draw up a School and Boarding Contract on the basis of the application form filled in by the parents. Additional costs of approximately 200 € per month are not considered in the partial scholarships (see 1.6).

1.3 Admission fee

The admission fee shall be 50 % of the actual payment rate (regular school and boarding fee, minus the scholarship). This shall become due upon concluding the School and Boarding Contract. If an administration fee is due, this shall be 50 % of the actual payment rate (regular school and boarding school fee, minus the scholarship).

1.4 Advance payment for additional costs and security, and reduction if other brothers/sisters attend the school

With the first invoice for the school and boarding fees, a non-interest-bearing advance payment for additional costs and security shall be due (see Section VI. No. 10 of the General Terms and Conditions of the School and Boarding Contract).

The amount of the advance payment for additional costs and security shall be dependent upon the mode of payment. If the school and boarding fee is paid by invoice, a payment of two times the monthly amount of the actual payment rate shall be made. If approval for direct debit is given for an account in Germany, the advance payment for additional costs and security shall be reduced to one monthly amount.

No reduction shall be granted for scholarship holders themselves if they have a brother/sister at the school. If, however, the respective brother/sister is a full-paying pupil, this pupil shall be granted the reduction for a brother/sister.

1.5 Increases in school fees

The amount of the school and boarding fees shall be stipulated each year by the School Management. The amount shall be stipulated in each case at the beginning of a new school year for the following school year. These increases in the general school and boarding fees shall also be added to the respective monthly payment rate of the scholarship holder. That is, the amount of the scholarship shall remain the same, but with an increase, however, in the payment rate.

The scholarship and a possible additional funding shall be granted for one school year, respectively. The worthiness of the scholarship shall then be re-examined (see 1.7).

1.6 Additional costs

All the additional costs (see Section VII of the General Terms and Conditions of the School and Boarding Contract, e.g. musical instrument lessons, school outings, school uniform, etc.) shall not be included in the scholarship and shall be borne by the parents/guardian (approx. 200 € per month).

1.7 Extension of the scholarship / adjustment of the scholarship amount

The worthiness of the scholarship of the scholarship holders shall be examined on a yearly basis by the school's Senior Management Team, considering the following criteria:

- Does the pupil comply with the academic expectations and those of a boarding school?
- Has the pupil contributed anything towards the school community, or supported other pupils during the course of the school year?
- Have there been any noticeable problems / breaches of the Salem rules that would raise any doubts as to the worthiness of the scholarship?

In the course of the annual examination and adjustment, if applicable, of the amount of the scholarship by the Scholarship Committee, the following is examined:

- Does the income of the parents correspond to the income accounted for in the previous years?
- Has the income increased so significantly, that the parents' own contribution ought subsequently to be increased?
- Has there been a significant reduction in the income? In this case, an application may be made by the parents for a reduction in their own contribution, which is then presented to the Business Management.

If the school does not reply by 31st May of the respective year, the scholarship shall continue to be granted to the agreed amount. If the scholarship is withdrawn, the parents/guardians then dispose of the right to an extraordinary cancellation within four weeks of the notification's entrance and due by the end of the school year.

2. Passing the final school-leaving examination, Abitur / IB

Upon successful completion of the school career at Schule Schloss Salem after passing the "Abitur" or "International Baccalaureate" examination, the scholarship holder shall receive a Schule Schloss Salem Scholarship Holder's Certificate.

3. Obligations of the scholarship holder

3.1 Obligations on the part of the parents

Unsolicited submission of the current income tax return of the previous year by 30.04. of each year. This shall not be valid for parents where only 'basic scholarships' are involved.

3.2 Obligations on the part of the part of the scholarship holder

3.2.1 During the school time

- Particular academic commitment
- Social engagement / commitment for the Salem community and people outside the school
- Scholarship holder's report (once a year, approx. 1 – 2 pages: Review of the last school year (What had I resolved to do at school and boarding school, and what have I achieved?), outlook for the coming school year / the time after leaving school (What do I intend to achieve at school and at boarding school in the coming school year / after leaving school?), personal well-being). For submission to the Head of the respective school level before commencement of the Easter holidays in the respective school year.
- Private letter to the foundation / patron, insofar as desired on the part of the donator (once a year)
- Talks with the Head of the school level (once a year)

3.2.2 After leaving school

- Provision of basic information on the further career (training/study, workplace, residence, contact data for maintenance of the database)
- Maintaining contact to alumni, school and staff
- Retrospective reporting on the opportunities opened up by the scholarship, as the case may be

4. Possibilities for appreciation of / honouring the scholarship received

4.1 Possibilities for particular commitment during the school career

- Making the scholarship programme of Schule Schloss Salem known to one's circle of friends, those at the previous school and elsewhere
- Participating in scholarship selection meetings, representing the school community at events, e.g. Open Day, parents2parents, other school events
- Supporting the Admissions Department during application processes of potential scholarship holders (picking them up for lunch, guided tour through the school) and in informative events outside of the school
- Supporting the PR/Marketing Department insofar as permission has been given by the parents regarding any publications (interviews, articles for the Salem Magazine or website, photos of events, etc.)
- Helping new scholarship holders to find their way at the boarding school / to integrate in the school community

4.2 Possibilities for particular commitment after leaving school

- Membership in the Altsalemer Vereinigung (main sponsor of the school's Scholarship Fund)
- (Co)organization of charity events
- Regional fundraising
- Providing contacts in one's own network (companies, foundations, etc.) and establishing an initial contact with Schule Schloss Salem
- Participation in events held by the school's Career Counselling or by Salem Kolleg on the topics: choice of study/profession, orientation after leaving school, etc.
- Membership in the Förderverein (association of friends and sponsors) of Schule Schloss Salem, and subsequently specific project financing

4.3 Possibilities for particular commitment after training / study

- See items under 4.2 and also
- Taking over a partial or full scholarship for a Salem scholarship holder (depending on the own financial possibilities)