

Sister Cities Lawrence:

Policy on Financial Aid for Student Exchange Programs

[revised 10 November 2004; revised 11 February 2009; revised 16 August 2022]

- A. The portion of the annual allocation from the City of Lawrence in support of student exchange programs will be divided equally among the programs to offset total program costs, effectively reducing the program fee for all student participants. That portion shall be determined by the Governing Board for each calendar year.
- B. At the beginning of each school year, the Governing Board will determine the amount of funds available for individual financial aid awards for exchange trips in the following summer. The total amount available for financial aid awards shall not exceed 25% of the total funds in the financial aid account at the beginning of the school year (on or about September 1).
- C. Financial aid is awarded on the basis of student/family financial need and without regard to program equity (i.e., the same amount of money being awarded to students in each program).
- D. Financial aid awards will be based on the following:
 - awards will be made on the basis of demonstrable financial need;
 - no award to an individual student may exceed 50% of the exchange program cost;
 - the actual amount of individual financial aid will be based on the following factors:
 - the financial need of the applicant,
 - the number of eligible applicants in a given year,
 - and the total amount available for financial aid in that year;
 - prior awardees are not eligible to apply for financial aid for another exchange program.
- E. The financial aid application is available on the website of Sister Cities Lawrence sistercitieslawrence.org and will be provided to the coordinators of each school exchange program at the beginning of the school year as well as the chairs of each Friends Group. Program coordinators will return completed applications to the chair of the Financial Aid Committee by mid-November. Financial Aid awards will be announced to each program director in early December.
- F. The Governing Board may waive any of these policies to meet the special needs of an individual student.

Timeline:

- early September Amount available for financial for the following summer determined.
- mid-September Application available on website and sent to exchange program coordinators
- September/October Applications for financial aid available/distributed to families of students
- early November Applications returned to exchange program coordinators
- mid-November Coordinators submit completed applications to chair of Financial Aid Committee
- early December Financial Aid Committee announces scholarship awards to coordinators