# CHAPTER 5 - GUIDELINES FOR DETERMINING FEE STRUCTURE FOR SCHOOLS

## 5.1 ESSENTIAL ELEMENTS

The DAV Public Schools are non-profit, non-commercial institutions. Their sole aim is to provide high quality school education. DAV Public Schools do not receive any grant-in-aid from the government. Thus, they have to depend largely on fees to meet their expenditure. There are some parameters on the basis of which fee may be determined. These include:

- Physical infrastructure provided by the school including land, building, classrooms, laboratories, furniture, etc.
- Nature of appointment of staff/teachers and others, their qualifications, experience and expertise, salary scales, allowances and other benefits being paid to the staff.
- Kind of teaching aids provided.
- Nature and variety of curricular, co-curricular and other activities offered by the school for total development of the personality of the Students.
- Library and other services provided by the school for students and teachers.
- Providing RO/safe drinking water, chiller plant, A.C. facility, Smart Boards and other electronic gadgets to students.
- Hardware provided in schools for computer education.
- Implementation/augmentation of computer education at different levels.
- AMCs of computer hardware and other equipments for regular maintenance.
- Apps related services for immediate information to students/parents
- Orientation/workshops and other In-service programmes arranged for teachers for their professional growth.
- Inter-school and other competitions in which the students are provided opportunities to participate.
- Games, sports and other such facilities.
- Providing transport facility for commutation of students.
- Scholarships, free-ships, etc., provided to students.
- Several other activities undertaken by the school for social upliftment, such as Adult Literacy classes, special education of the differently-abled children, special programmes for general awareness about AIDS, drug abuse, population explosion,national integration, etc.
- Admission of Students under RTE as per State Govt. Guidelines.

**The exercise of determining fee-structure is, therefore, obviously a complex one. On the one hand, the school has to be conscious of the fact that it has to be very reasonable and it cannot and should not charge fee more than what is absolutely essential, on the other hand, it has to meet the variety of expenditure on different activities, tasks and programmes as illustrated above so that high quality education is imparted.**

## 5.2 DIFFERENT NEEDS OF INDIVIDUAL SCHOOL

DAV Public Schools are located across the country. Different DAV Schools have their own image and identity. Some are well-established while others are young or still in infancy with small enrolment. The former have unique problems of constantly struggling to expand and develop and trying to raise their standards by offering a host of student services and activities both curricular and co-curricular. The latter too have formidable problems of getting land, constructing building, providing adequate furniture, qualified teachers and teaching aids. Despite all the constraints and teething troubles, they cannot afford to neglect quality education. They strive to reach a break-even point and try to attain financial viability as early as possible. The question of repayment of loans taken for land and building, etc., also keeps bothering.

## 5.3 BROAD GUIDELINES

Keeping in view the above realities, the broad guidelines for fixing the fee structure in DAV Public Schools are given below. For a school which is being newly set up, the expected number of students (for arriving at a fee structure) should be the anticipated number of students in the fifth year. Due note should be taken of the

fees prevalent in neighborhood schools :-
The fee structure of the preceding year should be taken as the base.

Hike in fee should be compatible with the annual inflation rate (Consumer Price Index) which is normally between 10%-15%.

The fee structure has to be compatible with the facilities and infrastructure available in the school.

The fee structure should be fixed keeping in view the development plans for future.

The fee should be comparable to the fee of the neighbouring schools of reputation.

The school should become self-financing as early as possible, preferably in five years from its start and the break-even point should be kept in mind, when fixing the fee.

Ordinarily, the ratio of staff costs and other costs excluding capital expenditure should be around 60::40 so that programmes and activities for maintenance/improvement of quality of education and total development of the personality of the children can be taken up by the school.

The amount to be charged under different heads should be fixed keeping in view the estimated expenditure under the head. It would be advisable to tick mark the applicable expenditure heads and then accordingly plan the charges under various heads of Fee Structure.

The fee structure of a particular school consists of various heads viz. one time charges and monthly, quarterly, half yearly and annual charges. Different amount is charged by different schools under these heads as per requirement of particular school or rules of the State Govt. In most of our schools, fees income is the only source of income for running the institution.

The schools are accordingly required to get their annual budget for the financial year approved by DAVCMC taking into consideration annual income from the fees & other sources and all relevant expenses during the financial year. It has also been stressed upon by almost all State Education Departments to limit annual establishment expenses within annual tuition fee income.

**NOTE : Schools should finalize and submit their annual budget in such a way that tuition fee income of the school during the year covers all establishment expenses which include regular increment, upgradations and promotions etc. so that no further re-appropriation of budget is required during the year.**

Science Fee, Home Science Fee, Computer Fee, etc., will be charged only from those students who opt for these subjects.

In the initial stages when the school is to procure land and the building is to be constructed, the building fund may be comparatively higher. Once the main building is completed, the building fund should be stopped/reduced.

To determine the Building Fund initially (when the school is being set-up), the estimated expenditure on land and estimated expenditure on building over a period of five years, should be kept in mind.

## 5.4 FEE CONCESSION :

Fee Concession can be given only as per provision of the 'Right To Education Act'. As regards to the employees, not more than two children of an employee of the school can be given fee concession in 'Tuition Fee' only as per the norms and policy of DAVCMC. Fee Concession Committee comprising the Manager, Principal and 2-3 Senior Staff members should be constituted to decide the fee-concession cases as per the LMC approved fee- concession policy of the school.

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