



**TUITION AND FEES SCHEDULE
FOR THE SCHOOL YEAR
AUGUST 24, 2009 – JUNE 25, 2010**

It is the policy of the school to plan the education of its students for the entire academic year. Payment of the annual fees is therefore arranged with this in mind.

- 1. Enrolment Fee: €500,00**
Re-Enrolment Fee: €150,00

The enrolment fee for new students respectively the re-enrolment fee for returning students is required each year upon initial enrolment and will be billed with the tuition fee invoice for the new academic year. This fee is payable once an Enrolment Contract has been submitted and accepted in writing by ISR. It will not be refunded if the application is withdrawn.

2. Tuition Fee per year:

Grade KG1	Grade KG2	Grades 1 – 3	Grades 4 – 5	Grade 6	Grades 7 – 9	Grades 10 – 12	Grade 13
€ 10.500,-	€11.250,-	€12.600,-	€12.780,-	€13.620,-	€13.980,-	€14.970,-	€15.255,-

3. Cancellation Fee

If an enrolment is withdrawn after 15 July 2009, a lump sum compensation of EUR 1,650.00 will be charged in addition to the enrolment/re-enrolment fee unless the other party can prove that no loss has arisen or that it is less than the above lump sum.

4. Payment Dates

One third of the annual tuition plus the enrolment/re-enrolment fee is payable by **June 15, 2009**.

One third of the annual tuition is payable by **September 15, 2009**.

One third of the annual tuition is payable by **December 15, 2009**.

The tuition fee invoice will be sent out in May. For new students enrolling later, an invoice will be issued upon enrolment and the above payment dates apply. Tuition fee invoices issued after December 1st are payable in full within 2 weeks of the invoice date, however, before the child(ren) start(s) at our school.

5. Discounts

Family:

Family Discounts are applicable as follows:

- € 600,00 tuition discount for the second child
- €1.200,00 tuition discount for the third child and
- €1.800,00 tuition discount for each additional child

Payment by Direct Debit

A discount of € 150,00 (€ 50,00 per instalment, to be deducted on the due dates June 15, September 15 and December 15) is granted for payment of the tuition fee instalments by direct debit. The direct debit mandate must be received from the parents, guardians or the company a week before the first due date. This discount is **not** granted in addition to the early payment discount.

Early payment:

For full payment of the yearly tuition fee on or before June 15, 2009 a discount of €300,00 is granted.

6. Late Enrolment

For students starting in Term 2 two thirds of the annual tuition is payable in addition to the enrolment fee. For students starting in Term 3 one third of the annual tuition is payable in addition to the enrolment fee.

7. Refund Policy

Parents/Guardians are required to give **at least one month's written notice before the beginning of the next term** if they intend to withdraw a child from the school. In such a case tuition paid in advance for the unattended academic term(s) will be refunded. Withdrawal forms are available upon request.

There is no refund of tuition fees for disenrollment as a result of disciplinary measures or for instructional days lost due to reasons beyond the school's control. Fees paid for any other activities/services provided by the school are not refunded.

8. Enrolment For Less Than A Term

A student who starts within a term is charged the tuition fee based on weeks of participation plus 15 %. No family discount or discount for payment by direct debit can be granted for charges for less than a whole term.

In the case that the student requires special efforts from the school side, the tuition for the entire term must be paid. This decision is made for pedagogical reason.

No reduction in fees can be made for any prolonged absences.

9. Overdue Payments

If it is necessary for ISR to send a reminder for tuition fee payments, an administration surcharge of € 50,00 per reminder will be charged.

10. Food And Transport

Hot lunch and transportation services are provided by outside firms under contract. Information is available upon request.

11. Books

One set of books is provided for each student free of charge.

12. Other Costs

Miscellaneous charges for items such as special supplies and equipment, external examination fees, graduation fees, field trips, costs for the replacement of lost materials, some after-school activities etc. are billed additionally.

13. Tax Deductibility

It may be possible to claim 30% of the tuition fees paid for Grades 1-13 as tax-deductible expenses on your tax return. A receipt for fees paid in the **calendar year 2009** will be issued by the Accounting Department beginning of 2010.

14. Scholarships

For information about ISR scholarships, please visit our website www.internationale-schule.de

15. Bank Details

Deutsche Bank Neuss **Bank Code 300 700 24** **Account No. 908803000**
SWIFT/BIC Code: DEUTDEBDUE **IBAN: DE51 300 700 240 9088030 00**