



STANDARD TERMS AND CONDITIONS SCHOOL FEES ACADEMIC YEAR 2020-2021

GENERAL INFORMATION

The Standard Terms and Conditions are established to support continuity of education and care and to enable the school to plan effectively. All parents, upon applying for Amstelland International School (AIS) are required to sign that they will accept the stated terms and conditions in the School Fees Policy and have to declare to fulfil all financial obligation related to the enrolment in AIS. This step is included in completing the General Application for Admission online.

Our school fees are established annually for the following academic year, taking into account, amongst other considerations, indexing or inflation. AIS reserves the right to further adjust the school fees in order to accommodate changes in government funding towards school fees.

Amstelland International School is a member of DIS, Dutch International (Primary and Secondary) Schools (www.dutchinternationalschools.nl), all of whom are partially funded by the Dutch government. Since this funding doesn't cover all costs, Dutch International School are allowed to charge school fees, within a pre-agreed range, with permission from the Dutch Ministry of Education.

Annual school fee students AIS

Financial obligations on enrolment academic year 2019-2020

Tuition fee		4,775
Admission fee (application)	One-time payment/non-refundable	200
Deposit new student	Refundable	500
Total School fees		5,475

All stated amounts are in euros.

What does the fee include?

Thanks to funding from the Dutch Ministry of Education, AIS is able to offer first-class international education at a reasonable cost to families who temporary reside in the Netherlands. To offer small class sizes, hiring staff internationally and provide a compassionate and inspiring learning environment, we charge school fees annually.

The school fees cover all educational costs and included field trips, activities and excursions. The tuition fees are charged annually. The payment preference is for full payments before or on upon arrival at school. The fee excludes additional charges for specialist learning support that are not covered by the gemeente or health insurance, after school clubs or mother tongue lessons.

SCHOOL FEE STRUCTURE 2019-2020

If you start in:		Payment in euros
August – September	100%	4,775
October	90%	4,305
November	80%	3,835
December	70%	3,360
January	60%	2,895
February	50%	2,425
March	40%	1,955
April	30%	1,485
May	20%	1015
June - July	10%	454

PAYMENT STRUCTURE

To process your application, you have to pay a non-refundable admission fee of 200 euros per student, which is solely charged prior to the first school year. The third part of the school fees is a deposit of 500 euros per student which is part of the first invoice for the school fees. This deposit is refundable when your child leaves the school and all financial obligations have been fulfilled.

The payment preference is for full payment before or on upon arrival at school. Before the first day of a student, you will have received the invoice from the financial department of our head office (Onderwijsgroep Amstelland). Only upon full payment or payment of 25% or 50%¹, your child is able to start school.

Payment structure for new students starting at the beginning of the academic year

Full payment of the invoice within 14 days from the invoice date. Only upon payment of the full invoice* or 50% before the 1st of August, your child is able to start.

- 25% by the 1st of October
- 25% by the 1st of January

Payment structure for new students starting from January till July (summer holiday)

Full payment of the invoice within 14 days from the invoice date.

Payment structure for existing pupils returning in the new academic year

¹ The payment structure is different for starting the new school year from August/September or from January onwards.

Parents of children currently attending AIS will receive a Re-registration Letter in April. The invoice will be issued in May for the subsequent year and to secure a place, a first installment** (25%) must be paid by 30th June.

- 25% by the 1st of August
- 25% by the 1st of October
- 25% by the 1st of January

* Company payments will only be accepted as full payments due 1st of August.

** Where payment is in instalments, no further invoice will be issued for the outstanding amount.

In the event fees have not been received according to the above conditions, we will retain € 500 and reimburse the remainder of the amount paid. The request placing will be opened up once again to other applicants will be offered to other children seeking for enrolment.

Exceptions due to compulsory age

To register for residence in the Netherlands, you are legally required to schedule an appointment with the municipality in which you want to live. This appointment should be made within 5 days after your arrival. If you have children, registration for a school is also a priority, especially when your child has the compulsory age of 5. If your enrolment request for AIS is accepted and we have availability right away, your child is allowed to start as soon as possible. This could be the next day already. If this applies to your child, you will receive an invoice soon after. Payment of 50% is required within 14 days from the invoice date.

Reduction

School fees are reduced for families with three or more children attending our school at the same time. The school fee reduction for a third child is 30% and the reduction for a fourth child is 40%.

Seat reservation for current or next academic year

Children start school in the Netherlands at the age of 4. If you would like your child to attend AIS, you are able to reserve a seat from the day your child turns 3 upon payment of the registration fee and deposit. If you would like to make use of this possibility, you may start the admissions procedure with completing a Registration of Interest. You are kindly asked to pay the admission fee of 200 euros in advance to secure your seat. This is to be paid within 14 days from the invoice date. When you already have a child attending our school, siblings will be given priority.

OUTSTANDING PAYMENT

If payment of the required school fees is overdue, parents will receive a formal Outstanding Payment Letter with information related to the status of the school fee payment.

Proceeding process

- Should you have successfully transferred the outstanding amount before receiving this letter, please consider the letter inapplicable.
- Should the outstanding payment remain outstanding by the due date set in the letter, you will receive a second and final reminder.
- Should the outstanding payment not succeed the due date, a meeting will be scheduled with the school director Mrs J. Da Silva.
- Should the outstanding payment not succeed the due date, parent(s)/legal guardian(s) will receive an official letter communicating the final school day date your child is permitted to attend AIS.

WITHDRAWING FROM THE SCHOOL AND REFUNDING

When your child is attending our school, we hope to complete the academic year with him or her. Due to circumstances we understand it might be necessary to move during the school year and withdraw your child. Should you wish to withdraw your child/ren from AIS, then the following notice period and conditions of withdrawal must be adhered in order to get a refund on any remaining tuition fees, deposit and costs (if applicable to you). Please refer to the table below showing the percentage and amount of refund, which is dependent on the actual month that the child leaves AIS.

The notice periods are:

- 30 days written notice via a completed withdrawal form if you are withdrawing your child anytime between August through to mid-April.
- 60 days written notice via a completed withdrawal form if you are withdrawing your child at the end of the school year. Bear in mind the withdrawal form must be handed in by mid-April latest.

The deposit will only be refunded when:

- All school books have been returned, if not returned then book costs will be deducted from your deposit.
- The notice period of 30 or 60 days has been given by completing and submitting a withdrawal form.
- All tuition fees and costs have been paid in full.
- The child has officially left AIS. The refund will take approximately 4 to 10 weeks to be credited into your bank account.

Additional Conditions for Return of Deposit

Further, it is the responsibility of the parent/guardian to fill in the official withdrawal form as completely as possible, and to provide adequate and correct bank details. If these details are not provided, no refund will be forthcoming.

Withdrawal forms are available in the School Office. Please note that it takes approximately 4 to 10 working weeks for a refund to be credited to your bank account (only if applicable to you), and only after your child has officially left AIS.

If you leave in:	Refunding of tuition fee (in euros)
August-December	50% of tuition fees paid
January	40%
February	30%
March	20%
April	10%
May-July	0%

CONTACT DETAILS

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