

Statement of Fees 2018-2019

ADMINISTRATION FEE EUR 365

- The Administration Fee is required annually, initially with an Application for Admission and in subsequent years, at the time of re-enrolment.
- Payment is required when an Application for Admission or a Re-enrolment Contract is submitted to the school.
- Payment of this fee does not guarantee admission or re-enrolment of the student by the school.

ENTRANCE FEE

First Year	EUR 3,200
Second Year	EUR 3,000

- The Entrance Fee is required for each new student enrolled, for the first two years of enrolment only.
- Payment of the first instalment is required on acceptance of an offer of enrolment; payment of the second instalment is required when students are re-enrolled for a second year.
- For students returning to H.I.S. after an absence of one year or longer, prior Entrance Fee payments are credited to their school account if they are re-enrolled within 5 years of their previous enrolment.

TUITION FEE

Early Primary 1 or Early Primary 2	EUR 13,330
Grade 1, 2, 3 or 4	EUR 15,050
Grade 5, 6, 7 or 8	EUR 16,800
Grade 9 or 10	EUR 18,330
Grade 11 or 12	EUR 18,530

- Tuition Fees are charged annually, per student, per academic year.
- Payment is required on acceptance of an offer of enrolment or at the time of re-enrolment.
- Tuition Fees for Early Primary to Grade 2 include the transportation costs for "Forest Trips" as planned by the corresponding class teachers.
- Tuition Fees for Grades 3 to 10 include the costs for one annual residential extended field trip; for Grade 11 they include the costs for the "Exordium" (transportation, meals, activities and accommodation).
- Costs not included in Tuition Fees: school lunches, After School Activities, local field trips or additional extended field trips, graphic calculators, non-standard art supplies, IB DP Pamoja online courses or DP examination fees.

TECHNOLOGY FEE (Grades 9 – 12) EUR 300

- The Technology Fee is an annual fee for students enrolled in Grades 9, 10, 11 and 12 only.
- Students in these grades are provided with an H.I.S. computer for their own personal use *at school* for the duration of their enrolment.
- Payment is required on acceptance of an offer of enrolment or at the time of re-enrolment.

ADDITIONAL INFORMATION

- All fees must be paid in full, prior to the student's attendance at H.I.S.
- Parents are responsible for the payment of all school fees, even when payments are made on their behalf.
- Special payment terms must be agreed upon in writing with the school management.
- The Statement of Fees is subject to the H.I.S. "Allgemeine Geschäftsbedingungen" (General Terms and Conditions) available on the school website.

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POTENTIAL TUITION FEE REDUCTIONS

The following reductions are offered only to parents who pay all school fees privately and receive no school fee reimbursements or subsidies from their employer. The reductions apply to the Tuition Fees only.

Siblings

If a family has more than two children enrolled at H.I.S., the following reductions will apply:

- a 10% reduction for the third child enrolled.
- a 15% reduction for the fourth child enrolled.

Long-term Enrolment

A 10% Tuition Fee reduction is possible for students who have been enrolled at H.I.S. for at least 4 full and consecutive years.

To take advantage of this reduction, parents must contact the Admissions Counsellor for verification of eligibility when re-enrolling their child for the 5th (or more) consecutive school year.

Financial Assistance

To encourage social diversity within the school, a reduction of the Tuition Fees may be possible for families who are otherwise not able to afford the full school fees. This reduction can be offered to a limited number of families only. All applications and related financial information are dealt with on a strictly confidential basis within the school management.

For information or to apply for financial assistance, contact the Admissions Counsellor. *The form "Application for Tuition Fee Reduction" must be submitted together with documentation of the family's total income (typically, income tax assessment statements), and must be submitted when applying for admission to H.I.S. and annually thereafter when students are re-enrolled.*

BANK INFORMATION

All school fees are payable in euros and must be made by bank transfer to:

Name of Account Holder:	H.I.S. gGmbH
Name of Bank:	Deutsche Bank AG Berlin
IBAN:	DE94 1007 0000 0745 7005 00
SWIFT-BIC:	DEUTDEBBXXX