

INTERNATIONAL SCHOOL OF RIGA

Tuition & Fees Schedule for 2019-20

Annual Tuition	PRESCHOOL (2-4 year olds)	KINDERGARTEN	GRADES 1-5	GRADES 6-8	GRADES 9-12
	EUR 8 824	EUR 10 323	EUR 13 933	EUR 15 301	EUR 16 288

Registration Fees	One-time, non-refundable membership fee - per student (NEW STUDENTS ONLY)
	EUR 1 600

If a member leaves ISR and rejoins in the same academic year no new registration fees apply. If a member rejoins ISR in the consecutive academic year a 25% registration fee is applied. If a member rejoins ISR in a following academic year a full registration fee is applied.

Annual Fees	Capital Fee - per student, per year (non-refundable)
	EUR 1 500

Payment Schedule

Tuition and fees may be paid in 1, 2, 4, or 8 installments, as per the following schedule:

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Invoices to be issued	Prepayment (non-refundable)	The balance of annual tuition & fees 19.07.2019									
MONTHS	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	
No. of payments	14.06.2019		05.08.2019	05.09.2019	05.10.2019	05.11.2019	05.12.2019	05.01.2020	05.02.2020	05.03.2020	
1 payment	10%		90%								
2 payments	10%		40%		50%						
4 payments	10%		30%		20%		20%		20%		
8 payments	10%		15%	15%	10%	10%	10%	10%	10%	10%	

Please note: no deductions are made for your child being away from school due to holidays or illness.

- For members leaving the school before the end of the school year please refer to the refund policy at the end of this document.
- If any payment is 10 calendar days overdue, you will be charged an **Administrative Fee of EUR 28,46** and interest at **0,1% per day for the late payment**.
- The Director may exclude students from classes when payments are overdue more than 30 calendar days, and ISR reserves the right to submit cases of debt collection to a third party of its choice at the cost of the debtor.
- The school administration has the right to withhold a student's documents – progress reports, transcripts and diplomas, if the member is not in good standing, i.e. has outstanding invoices for tuition, school fees or other fees, has not returned library books or other resources that are property of ISR. The school administration will warn the member in writing at least 10 days in advance if any documents are to be withheld. By providing all student documents to a member, ISR confirms that a member is in good standing.



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Additional Fees

Depending on grade and/or optional services requested, some additional fees will apply.

Additional Fees

Book Fees	Mandatory. Workbooks, consumables & field trips throughout the school year. Approximate costs: EUR 170,00/year (Preschool); EUR 235,00/year (KG-grade 12). Exact amounts for 2019-20 will be confirmed at the beginning of the school year.
IGCSE & A Level Exams	Grades 10-12 only. Costs will be confirmed in the first semester.
Hot Lunches	Optional. The school provides students with catered hot lunches. Menus and application forms are sent out before the beginning of each semester. Approximate costs: EUR 3,45/day (Primary); EUR 4,20/day (Secondary).
After School Activities (ASAs)	Optional. After School Activities run from 3:20-4pm, Mon-Fri. Information will be sent out at the beginning of each ASA trimester. Those activities requiring instructors/equipment outside of the School's regular resources will incur an additional cost.
Busing	Optional. Updated busing routes and any associated costs will be forwarded to parents before the start of the school year. Please email info@isriga.lv if you are interested in this service.

Early Withdrawal Refund Policy

For members leaving before the end of the school year, the following refund policy applies. **A member leaving the school before the end of the school year must notify the ISR Admissions Office in writing at least 30 days in advance.** Tuition must be paid for these 30 days.

Refund Schedule

Period of Leaving	Refund of Annual Tuition
August - October	60%
November - January	30%
February - April	10%
May- June	No Refund

**** Please note:** In the event of *force majeure*, which causes a student or students to withdraw from the school or otherwise miss regularly scheduled school days, tuition fees already paid for the school year will not be refunded. *Force majeure* is defined as an event such as an act of God, accident, fire, flood, war, riot, civil unrest, act of terrorism, chemical or biological contamination, strikes, industrial disputes, outbreak of epidemic or pandemic of disease, extreme weather, construction/facility defects, cyber-attack, compliance with any law or governmental order, rule, regulation or direction (including that of a local authority), failure of utility service or transportation, that cannot be reasonably anticipated or controlled by the School.