



# INTERNATIONAL SCHOOL OF RIGA

## Tuition & Fees Schedule for 2020-21

Membership Fee <b>NON-REFUNDABLE</b>	One-time, per student (NEW STUDENTS ONLY)
	€ 1 600

A member who withdraws from ISR and rejoins **in the same academic year** will be charged 25% of the Membership Fee, and the Capital Fee will be waived. A member who has withdrawn and rejoins ISR in a subsequent academic year will be charged the full Membership Fee and Capital Fee.

Annual Tuition	PRESCHOOL (2-4 year olds)	KINDERGARTEN	GRADES 1-5	GRADES 6-8	GRADES 9-12
	€ 9 100	€ 10 800	€ 14 600	€ 16 100	€ 17 100

The Annual Tuition cost includes workbooks, consumables, field trips (trips not exceeding €10 each), and most After School Activities offered throughout the school year.

Annual Capital Fee <b>NON-REFUNDABLE</b>	Per student, per year	
	NEW STUDENTS	RETURNING STUDENTS
	€ 2 000	€ 1 500

The Annual Capital Fee is additional to Annual Tuition. Capital Fee funds are an annual contribution to the continued development of School facilities, including purchase, development or improvement of property and equipment; loan repayments to purchase or develop property, including interest charges; and property rent expenses.

\*Returning student is a student who re-enrols for a consecutive school year.

## Fees for Optional Services

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

Optional Services Fees	IGCSE, A Level, & IB DP Exams	Grades 10-12 only. Costs will be confirmed in the first semester.
	Hot Lunches	The School offers a daily catered hot lunch. Menus and application forms are sent out before the start of the school year. Complete details are available on the School <a href="#">website</a> . Approximate costs: € 3,75/day (Primary); € 4,50/day (Secondary).
	After School Arts, Sports, Academics & Athletics (ASSAs)	ASAAs run Mon-Fri. Information will be sent out at the beginning of each ASAA trimester. Those activities requiring instructors/equipment outside of the School's regular resources will incur an additional cost. Details are on the School <a href="#">website</a> .
	Busing	ISR offers daily bus service to/from both campuses, within central Riga and including Marupe. School bus service is available to all students age 3+. Details are on the School <a href="#">website</a> . Please email <a href="mailto:info@isriga.lv">info@isriga.lv</a> if you are interested in this service.
	Excursions (trips exceeding €10 per student)	The costs of these trips vary per activity, location and duration.



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## Tuition & Capital Fee Payment Schedule (based on August start date)

Annual Tuition may be paid in 1, 2, 4, or 8 instalments, as per the following schedule:

Number of instalments	Prepayment (non-refundable)	Capital Fee (non-refundable)	2020-21 Annual Tuition								2021-22 Re-enrolment Prepayment (non-refundable)		
			Payment Due Date										
			15.05.20	15.06.20	5.08.20	5.09.20	5.10.20	5.11.20	5.12.20	5.01.21		5.02.21	5.03.21
1	10%	€2 000 (per new member)	90%								10%		
2	10%		40%		50%								
4	10%	€1 500 (per returning member)	30%		20%		20%		20%				
8	10%		15%	15%	10%	10%	10%	10%	10%	10%			

**Please note: no deductions are made for a child missing school due to holidays or illness.**

- If a student is enrolled after the school year has started ("mid-year entrant"), tuition is prorated to reflect the actual start date. For mid-year entrants, payment is due within 10 days of the invoice date, before the child's first day of school. **The Membership Fee and the Capital Fee are not prorated; they are payable in full regardless of enrollment date.**
- If any payment is 10 calendar days overdue, members will be charged an **Administrative Fee of € 30,00 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 or any other fees, or has not returned library books or any 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.
- Members are referred to the Enrolment Agreement signed upon completion of the enrolment process, agreeing to abide by the conditions of the School, including the payment of tuition and fees charges.

## Early Withdrawal Refund Policy

For members leaving before the end of the ISR academic calendar 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 1- October 31	60%
	November 1 - January 31	30%
	February 1 - April 30	10%
	May 1 - Last day of school year	No Refund

\*This amount does not include the Capital Fee and the Membership Fee, or the 10% Tuition Prepayment, which are non-refundable.

If for any reason, when a member leaves ISR, they have paid less than the amount owed according to the refund schedule, the member will be asked to pay the remaining amount even though the child will no longer be a student at ISR. No student records will be released until all outstanding payments are settled.

In cases where students are suspended or dismissed for unsatisfactory conduct or academic progress, the School reserves the right to withhold any refund of tuition or fees.

**\*\* 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.