



# INTERNATIONAL SCHOOL OF RIGA

## Tuition & Fees Schedule 2022-2023

The International School of Riga is a non profit private school, governed by the elected School Council. The annual tuition and fees are determined by the School Council and approved by the Association at its Annual General Meeting (AGM).

### Annual Tuition 2022-23

Grade	Tuition in EUR
Preschool	€ 9 100
Kindergarten	€ 10 800
Grades 1-5	€ 14 600
Grades 6-8	€ 16 100
Grades 9-12	€ 17 100

### Membership & Capital Fees

**Membership Fee:** € 1 600

The membership fee is a one-time, per student fee.

**Capital Fee:** € 2 000 for new students | € 1 500 for returning students

The capital fee is a yearly, per student fee. It is raised as a 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.

### Optional Services

**Lunch:** ISR provides a hot lunch program. The cost is €4.3/day for Primary students and €4.5/day for Secondary students.

**Transportation:** ISR provides daily bus service to/from both campuses, within central Riga, including Marupe. The bus service is available to all students aged 3+.

**Exam fees:** Grades 10 (IGCSE) and 12 (IBDP) only. Costs will be confirmed in the first trimester.

**After School Arts, Sports, Academic & Athletics (ASAA's):** ISR provides a comprehensive after school program that runs Monday to Friday. While most ASAA's are included in the cost of tuition, activities requiring instructors/equipment outside of the School's regular resources will incur an additional cost.

**Excursions:** trips exceeding €10 are charged separately. The costs of school trips vary and depend on the event's duration and location.



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## Payment Schedule & Conditions

The annual tuition may be paid in 1, 2, 4 or 8 instalments. The schedule is as follows:

	1 instalment		2 instalments		4 instalments		8 instalments	
<b>New student</b>  <b>Start date August</b>	<b>Prepayment</b> (non refundable) 10% of tuition - 15.05							
	<b>Capital Fee</b> 2000€ - 15.06							
	<b>Membership fee</b> 1600€ - 15.06							
	Tuition 90%	05.08	Tuition 40% 50%	05.08 05.10	Tuition 30% 20% 20% 20%	05.08 05.10 05.12 05.02	Tuition 15% 15% 10% 10% 10% 10% 10% 10%	05.08 05.09 05.10 05.11 05.12 05.01 05.02 05.03
<b>Returning student</b>	<b>Prepayment</b> (non refundable) 10% of tuition - 15.05							
	<b>Capital Fee</b> 1500€ - 15.06							
	Tuition 90%	05.08	Tuition 40% 50%	05.08 05.10	Tuition 30% 20% 20% 20%	05.08 05.10 05.12 05.02	Tuition 15% 15% 10% 10% 10% 10% 10% 10%	05.08 05.09 05.10 05.11 05.12 05.01 05.02 05.03
<b>New student</b>  <b>Mid year entrance</b>	<b>Membership Fee</b> - after official acceptance, within 10 days of invoice reception							
	<b>Capital Fee</b> - after official acceptance, within 10 days of invoice reception							
	<b>Tuition</b> - all tuition is due in full by 15.03. To discuss an instalment plan, please contact the Finance office							

Conditions:

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

1. 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.
2. 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.
3. 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.
4. 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.



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5. 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**

For students leaving before the end of the ISR academic calendar school year, the following refund schedule applies. Families 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.

August 1- October 31	60%
November 1 - January 31	30%
February 1 - April 30	10%
May 1 - Last day of school year	No refund

### Conditions:

1. The refund does not include the Capital Fee and the Membership Fee, or the 10% Prepayment, which are non-refundable.
2. 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.
3. 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.
4. 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.