



ROTTERDAM
INTERNATIONAL
SECONDARY
SCHOOL

FEES BOOKLET

SCHOOL FEE REGULATIONS FOR THE ROTTERDAM INTERNATIONAL SECONDARY SCHOOL

2018-2019

GRADE 6, 7, 8, 9

Instalment Payments

	New Students*		Returning Students**	
	First child	Second	First child	Second
School Fee 2018/2019	€ 7040	€ 6540	€ 7040	€ 6540
Security Deposit	€ 500	€ 500		
Registration Fee	€ 250	€ 250		
Instalment Payments	€ 60	€ 60	€ 60	€ 60
Total	€ 7850	€ 7350	€ 7100	€ 6600

The instalments are as follows:

1 st instalment due by 01/10/18	€ 2000	€ 2000	€ 2000	€ 2000
2 nd instalment due by 01/11/18	€ 2000	€ 2000	€ 2000	€ 2000
3 rd instalment due by 01/12/18	€ 1500	€ 1500	€ 1500	€ 1500
4 th instalment due by 01/01/19	€ 1500	€ 1500	€ 1500	€ 1100
5 th instalment due by 01/02/19	€ 850	€ 350	€ 100	

Please be aware that if you make a single payment you will not be charged for the € 60 instalment payments and you will receive a discount of € 100 on the school fees.

Single Payment

	New Students		Returning Students	
	First child	Second	First child	Second
School Fee 2018/2019	€ 7040	€ 6540	€ 7040	€ 6540
Security Deposit	€ 500	€ 500		
Registration Fee	€ 250	€ 250		
Discount	€ 100	€ 100	€ 100	€ 100
Total due by 01/10/18	€ 7690	€ 7190	€ 6940	€ 6440

* New families are those who join the school at the beginning or during the current school year.

** Returning families are those whose children are continuing as students at RISS.

GRADE 10

Instalment Payments

	New Students*		Returning Students**	
	First child	Second	First child	Second
School Fee 2018/2019	€ 6750	€ 6250	€ 6750	€ 6250
Security Deposit	€ 500	€ 500		
Registration Fee	€ 250	€ 250		
Instalment Payments	€ 60	€ 60	€ 60	€ 60
Total	€ 7560	€ 7060	€ 6810	€ 6310

The instalments are as follows:

1 st instalment due by 01/10/18	€ 2000	€ 2000	€ 2000	€ 2000
2 nd instalment due by 01/11/18	€ 2000	€ 2000	€ 2000	€ 2000
3 rd instalment due by 01/12/18	€ 1500	€ 1500	€ 1500	€ 1500
4 th instalment due by 01/01/19	€ 1500	€ 1500	€ 1310	€ 810
5 th instalment due by 01/02/19	€ 560	€ 60		

Please be aware that if you make a single payment you will not be charged for the € 60 instalment payments and you will receive a discount of € 100 on the school fees.

Single Payment

	New Students		Returning Students	
	First child	Second	First child	Second
School Fee 2018/2019	€ 6750	€ 6250	€ 6750	€ 6250
Security Deposit	€ 500	€ 500		
Registration Fee	€ 250	€ 250		
Discount	€ 100	€ 100	€ 100	€ 100
<u>Total due by 01/10/18</u>	€ 7400	€ 6900	€ 6650	€ 6150

* New families are those who join the school at the beginning or during the current school year.

** Returning families are those whose children are continuing as students at RISS.

GRADE 11

<u>Instalment Payments</u>	New Students*		Returning Students**	
	First child	Second	First child	Second
School Fee 2018/2019	€ 8060	€ 7560	€ 8060	€ 7560
Security Deposit	€ 500	€ 500		
Registration Fee	€ 250	€ 250		
Futurewise	€ 230	€ 230	€ 230	€ 230
Instalment Payments	€ 60	€ 60	€ 60	€ 60
Total	€ 9100	€ 8600	€ 8350	€ 7850

The instalments are as follows:

1 st instalment due by 01/10/18	€ 2000	€ 2000	€ 2000	€ 2000
2 nd instalment due by 01/11/18	€ 2000	€ 2000	€ 2000	€ 2000
3 rd instalment due by 01/12/18	€ 2000	€ 2000	€ 2000	€ 2000
4 th instalment due by 01/01/19	€ 2000	€ 2000	€ 2000	€ 1850
5 th instalment due by 01/02/19	€ 1100	€ 600	€ 350	

Please be aware that if you make a single payment you will not be charged for the € 60 instalment payments and you will receive a discount of € 100 on the school fees.

<u>Single Payment</u>	New Students		Returning Students	
	First child	Second	First child	Second
School Fee 2018/2019	€ 8060	€ 7560	€ 8060	€ 7560
Security Deposit	€ 500	€ 500		
Registration Fee	€ 250	€ 250		
Futurewise	€ 230	€ 230	€ 230	€ 230
Discount	€ 100	€ 100	€ 100	€ 100
<u>Total due by 01/10/18</u>	€ 8940	€ 8440	€ 8190	€ 7690

* New families are those who join the school at the beginning or during the current school year.

** Returning families are those whose children are continuing as students at RISS.

GRADE 12

Instalment Payments

	New Students*		Returning Students**	
	First child	Second	First child	Second
School Fee 2018/2019	€ 7630	€ 7130	€ 7630	€ 7130
Security Deposit	€ 500	€ 500		
Registration Fee	€ 250	€ 250		
Instalment Payments	€ 60	€ 60	€ 60	€ 60
Total	€ 8440	€ 7940	€ 7690	€ 7190

The instalments are as follows:

1 st instalment due by 01/10/18	€ 2000	€ 2000	€ 2000	€ 2000
2 nd instalment due by 01/11/18	€ 2000	€ 2000	€ 2000	€ 2000
3 rd instalment due by 01/12/18	€ 2000	€ 2000	€ 2000	€ 2000
4 th instalment due by 01/01/19	€ 2000	€ 1940	€ 1690	€ 1190
5 th instalment due by 01/02/19	€ 440			

Please be aware that if you make a single payment you will not be charged for the € 60 instalment payments and you will receive a discount of € 100 on the school fees.

Single Payment

	New Students		Returning Students	
	First child	Second	First child	Second
School Fee 2018/2019	€ 7630	€ 7130	€ 7630	€ 7130
Security Deposit	€ 500	€ 500		
Registration Fee	€ 250	€ 250		
Discount	€ 100	€ 100	€ 100	€ 100
<u>Total due by 01/10/18</u>	€ 8280	€ 7780	€ 7530	€ 7030

* New families are those who join the school at the beginning or during the current school year.

** Returning families are those whose children are continuing as students at RISS.

SCHOOL FEES 2018/2019

FEES DESCRIPTION: SCHOOL FEES INVOICED BY GGN Mastering Credit department F&D

TUITION FEES

Grades 6-9	:	€ 7035 per year
Grade 10	:	€ 6750 per year
Grade 11	:	€ 8060 per year
Grade 12	:	€ 7625 per year

The tuition fee includes the capital fee, the cost of the annual school trip for Grades 6, 7, 8, 9 and 11, GDC for Grade 9 and also the contribution of € 20 per child for the PTA, all of which are non-refundable even if a student leaves during the course of the school year.

NEW STUDENT REGISTRATION FEE € 250.00 (PER STUDENT)

This is an administration fee for processing the application and placing the student. This fee is not charged for students transferring from de Blijberg International Department.

NEW STUDENT SECURITY DEPOSIT € 500.00

The deposit is paid on acceptance of a placement in RISS.

This security deposit secures a student's school place at RISS.

This security deposit is not refundable should the student not enter RISS.

This deposit is held by the school whilst the student remains at RISS.

This security deposit is fully refundable when the student leaves RISS and there is no outstanding money owed to the school and the proof of leaving documentation has been completed (see below).

If money is owed to the school it will be deducted from this deposit and the balance refunded.

Text books which have not been returned at the end of academic year or ahead of students leaving school will be charged at € 25.00 per book to cover replacement costs.

Students must present their:

IB Diploma / Certificates / IGCSE Certificate;

or Uitschrijving (Proof of Leaving) GBA document from their Town Hall;

or Proof of registration in another educational establishment.

This is a legal/audit requirement to enable the school to release the security deposit.

FUTUREWISE € 230.00 (Grade 11 students only)

This is a personalized and comprehensive careers and higher education guidance scheme for students up to the age of 23. This fee will not be charged if the student has already signed up for Futurewise in their previous school.

INSTALMENT PAYMENT CHARGE € 60.00 (PER STUDENT)

This is a charge for payment by instalments. This charge will be applied pro-rata for families joining the school during the school year.

DISCOUNT € 100.00 (PER STUDENT)

This is an incentive for full payment of our school fees on or before the due date of the invoice.

This discount will be applied pro-rata for families joining the school during the school year.

PAYMENT OF SCHOOL FEES

Payment of the above School Fees must be made directly to:

GGN Mastering Credit department F&D

Contact information is:

GGN Mastering Credit department F&D

Postbus 131

7600 AC Almelo

Contact: Tel: 088-3316607

Email: RISS-debiteurenbeheer@ggn.nl

PLEASE STATE STUDENT NAME AS A REFERENCE WHEN MAKING YOUR PAYMENT

ADDITIONAL COSTS INVOICED BY THE SCHOOL:

EXAMINATION FEES – (GRADES 10 AND 12 ONLY)

All students in IGCSE (Grade 10) and IB (Grade 12) pay examination fees to sit their respective final examinations. This is an additional charge to the School Fees.

Examination fees are established

annually by the specific examination boards and are invoiced to families. Students who have not had their examination fees paid will not be eligible to take examinations.

The approximate cost of Examination Fees are:-

Grade 10 – IGCSE (10 subjects) -	€ 900.00
Grade 12 – IB Diploma -	€ 750.00

FIELD TRIPS / DAY EXCURSIONS

In support of our curriculum, Field Trips may be organized by subject teachers or Team Leaders.

Small changes may be incurred for such trips. However, we shall strive to keep such charges as competitive as possible. Families will be invoiced retrospectively at the end of each school year.

PAYMENT OF ADDITIONAL COSTS

Payment of the above additional costs will be administered by the school's Accounts Office
Contact Details:

Dhr Claudio Aruanno
Tel: 010-8907739
Email: debiteuren@wolfert.nl

RISS SCHOOL FEES SCHOOL YEAR 2018-2019

The table below shows the percentage of School Fees which must be paid:

- (I) on joining the school throughout the school year
- (II) on leaving the school throughout the school year

<u>MONTH</u>	<u>FEES DUE ON ENTRY</u> <u>RISS</u> (I)	<u>FEES DUE ON LEAVING</u> <u>RISS</u> (II)
AUGUST	100%	€500.00
SEPTEMBER	100%	25%
OCTOBER	90%	25%
NOVEMBER	80%	50%
DECEMBER	70%	50%
JANUARY	60%	60%
FEBRUARY	50%	70%
MARCH	40%	80%
APRIL	30%	90%
MAY	20%	100%
JUNE	10%	100%
JULY	10%	100%

Terms of payment Rotterdam International Secondary School (RISS)
(Returning families)

1. The person liable to pay has two options to make the payment of the total outstanding amount:

a. **Single payment: (Company Payment of School Fees must be completed via this option)**

This option is also available for family payments of School Fees.

Payment of the total amount is due before the due date of the invoice.

With this option you shall receive a **discount of € 100** if payment is received within the due date and you will not be charged the Instalment Payment charge.

(Total saving : € 160)

Please see the enclosed table for detailed information on "Single Payment".

b. **Instalment payments: (Available only for family payments of School Fees)**

Payment of the total amount is due in five instalments. To compensate for the additional costs, the invoice amount payable shall be increased by € 60 (instalment payment charge).

Please see the enclosed tables for detailed information on "Instalment Payments".

2. Your choice of payment option must be received by the school on the declaration form by **Friday, 1st June, 2018** at the latest.

You may use the copy of the declaration form for your own administration.

Terms of payment Rotterdam International Secondary School (RISS)

(New families)

1. The person liable to pay has two options to make the payment of the total outstanding amount:

- a. **Single payment: (Company Payment of School Fees must be completed via this option)**

This option is also available for family payments of School Fees.

Payment of the total amount is due before the due date of the invoice. With this option you shall receive a **discount of € 100** if payment is received within the due date and you will not be charged the Instalment Payment charge. *(Total saving: € 160)*

Please see the enclosed table for detailed information on "Single Payment".

- b. **Instalment payments: (Available only for family payments of School Fees)**

Payment of the total amount is due in five instalments. To compensate for the additional costs, the invoice amount payable shall be increased by € 60 (instalment payment charge).

Please see the enclosed tables for detailed information on "Instalment Payments".

2. Your choice of payment option must be received by the school on the declaration form by **Friday 1st June, 2018** at the latest.

You may use the copy of the declaration form for your own administration.

Conditions of payment Rotterdam International Secondary School (RISS)

1. GGN Mastering Credit department F&D has authority for all invoicing and collection of monies for the school fees of the Rotterdam International Secondary School. Payment details and bank account number will be supplied with the invoice.
2. All 'Declaration Forms' must be signed by a parent/guardian/company person responsible for payment. Each student must have his/her Declaration Form signed by his or her parent/guardian. The parent/guardian/company person is responsible for all school fees and agrees to make payments according to the schedules of Single Payment or Instalment Payment.
3. Payment of the amounts invoiced by GGN Mastering Credit department F&D has to take place without any deductions within a 30 day period or before the stipulated due date according to the instalment schedule.
4. If outstanding payments have not been made despite requests from GGN Mastering Credit department F&D to pay the outstanding amount within 14 days, the matter will be handed over to GGN Mastering Credit Incasso. All costs incurred with respect to that, both in and out of court (inclusive of the cost of legal assistance), shall be at the expense of the person or company responsible for the school fees payment, and you will become liable for payment of the full remaining amount of school fees for the current school year.
5. GGN Mastering Credit department F&D will charge the legal interest on the (remainder of the) principal sum due, without any further notice after the 30-day period and for any subsequent reminders, which are sent as a consequence of non-payment.
6. It is in everyone's interest that the RISS school fees are paid in a timely fashion as agreed upon in the declaration form to avoid the matter being transferred to GGN Mastering Credit. Failure to pay school fees will result in legal measures to enforce collection and all costs arising from this will be charged to the parents/guardians. The student will not receive any transcripts, diplomas or certificates until the payment is made in full and another school will have to be found for the student.
7. Disputes arising of the relating outstanding payments and/or issues of debt collection, can be finally settled under the Rules of Arbitration of e-Court, in legal proceedings accordance with the said Rules, whereby a party will be given a one month's notice to opt for the settlement by the Rotterdam District Court. The Rules of Arbitration of e-Court and other information have been published on the website www.e-court.nl."
8. For any further information please contact:
GGN Mastering Credit department F&D
Postbus 131
7600 AC Almelo
Contact: Tel: 088-3316607
Email: RISS-debiteurenbeheer@ggn.nl



Junior Campus

Bentincklaan 294
3039 KK Rotterdam, Netherlands

Senior Campus

Schimmelpenninckstraat 23
3039 KS Rotterdam, Netherlands

+31 (0)10 890 77 44
www.riss.wolfert.nl



SCHOOL FEES 2018/2019 DECLARATION FORM

Name student _____ (Grade)_____

Date of Birth student _____

Student leaving during school year 2018/2019 : YES / NO / UNSURE Check Option

Date of Departure : _____ (if known)

School Fees 2018/2019 will be paid by Parent / Company Check Option
single payment Check Option
instalment payments Check Option
(NB – Company payment must be a single payment)

The undersigned, parent/guardian or contact person of company, hereby declares to pay the school fees 2018/2019 The undersigned also declares their agreement to the terms and conditions of payment concerning these school fees.

Name (parent / company) _____

Contact person (Company payments only) _____

Address _____

Postcode / City _____

Company Stamp:
(if applicable)

Signature of parent /company
Contact person responsible for payment: _____

Date: _____ Place _____