

## School Fees Information Sheet School Year 2009/2010

### School Fees and Mandatory Fees

The level of school fees payable is established each year by the Board of Governors of the European Schools. By formally enrolling your child in the school you have undertaken to pay the school fees for the full school year as well as further mandatory fees, e.g. for copies, insurance, within the period determined by the school. For children of the category III an advance payment at a value of 25 % of the school fees is to be carried out. This prepayment will be raised before the beginning of the new school year 2009/2010, in May 2009. Advance payments are not refundable. After the beginning of the school year the remaining amount will be charged.

School fees (Category III) for the school year 2009/2010:

Kindergarten: € 2.649,76\*, Primary School: € 3.643,47\*, Secondary School: € 4.968,37\*, as well as for each child (Category I, II and III) insurance: € 4.50, copies: € 28.00, fees for lockers (payable once for pupils starting in the secondary): € 5.00, and if applicable fees for books (Intermath, Eurobio) and Baccalaureate.

**Children whose school fees and/or the mandatory fees are not paid in full or for whom the advance payment is not made by June 25, 2009 will have to be disenrolled from the European School Frankfurt.**

Should the child be withdrawn from school for compelling personal reasons (e.g. moving away from the area) during the school year, then a percentage of the school fees may be reimbursed but not the mandatory fees and not the advance payment. **The notice of departure must be submitted in writing at least 2 weeks prior to leaving the school.**

For the payment of school fees please always quote the customer number **C10XXX** indicated on your bill.

### Families with more than one child at the school

In these cases parents pay 50 % of the regular school fees for the second child and for third and each further child half of the kindergarten fees. In order to qualify for this reduction the family must live at the same address. The 'first' child is always the one for whom the appropriate school fees are the highest.

### Payment by instalments

The Board of Governors instructed the European School Frankfurt to accept requests for payment by instalments **only in connection with the authorisation for direct debit** (the appropriate form will be sent together with the invoice). A payment of the school fees by up to 3 instalments must **be requested in writing before the due date of the invoice**. The due dates of the instalments are: (advance payment 25.06.2009), 1<sup>st</sup> instalment 16.11.2009, 2<sup>nd</sup> instalment 15.01.2010, 3<sup>rd</sup> instalment 15.03.2010.

### Reduction of school fees

A reduction of school fees can be requested in justified and proven cases of hardship. Please note however that **a reduction is not possible in the first year of school attendance**. A reduction can be granted **only up to 75 %** of the school fees. Request forms are available in the administration at Ms. Beer's office. Unfortunately incomplete requests cannot be processed. The following documents (copies) must be attached to requests for reduction of the school fees:

- Tax assessment 2008 from the tax office
- Proof of earnings/payslip from December 2008
- Proof of any additional maintenance payments and other monthly income (e.g. rent, interest incomes etc.)
- Child benefit proof 2008 (copy of the account statement is sufficient)
- In case of unemployment the appropriate documents from the labour office and/or the social security office (Sozialamt)

**Applications must be received by the school administration office by 30 November 2009.** A new application must be made each school year. **Applications received after that date cannot be taken into consideration.**

Applications for exemption from **Kindergarten** fees should be made to the social security office (Sozialamt).

**\*The amounts listed above are only an indication of the fees to be charged. The final actual cost will be fixed by the BGES and made public by April 2009 at the latest.**