



**STANDARD TERMS AND CONDITIONS
FOR STUDENTS STUDYING AT ISD
AND
FOR STUDENTS TRANSFERRING FROM ISD PRIMARY TO SECONDARY

ACADEMIC YEAR 2020-2021**

Re-registration

It is important that parents/guardians of students at international schools agree with the Standard Terms and Conditions, including the financial obligations. This is done by re-registration. Although ISD primary and secondary operate as one school, according to Dutch legislation, they are two separate schools. Therefore, students transferring from primary to the secondary have to register as a student of the secondary school and submit a copy of their passport.

Primary offers the full IB Primary Years Programme (IB PYP) and Secondary offers the IB Middle Years Programme (IB MYP), years 1, 2 and 3.

In 2020-2021, the secondary school, offering MYP years 1, 2 and 3, will accept students who will be able to follow the IB MYP curriculum, as determined by reports from and contact with the primary school.

All parents/guardians wishing to reserve a place for their child at ISD for the year 2020-2021 should re-register by completing the Acceptance form, signing their agreement with the Standard Terms and Conditions and returning it to the school administration.

The Admissions Tool OpenApply

Parents/guardians of students transferring from primary to secondary school should also register their child by using our online Admissions tool OpenApply, <https://isdelft.openapply.com>. Parents/guardians will be asked to set up an account in OpenApply which will enable them to login and view the status of the re-registration process. It will also enable parents/guardians of transferring students to upload the required document - the copy of the student's passport.

Through OpenApply, the school will confirm the receipt of the (re-)registration.

**Annual School Fees and Costs for Primary Students
Financial Obligations on Enrolment 2020-2021**

Annual School Fee	4,200.00
Various activities, incl. school photos	Charged per event



Annual School Fees and Costs Secondary Students Financial Obligations on Enrolment 2020-2021

Annual School Fee	5,830.00
Deposit (once-only, refundable) for new students**	500
School visits and educational trips	200
Trip abroad	n/a
Yearbook and school photos	40
Examination fees	n/a
Technology fees*** - laptop	295
- software	40

All stated amounts are in Euros

The fees and costs exclude additional charges for specialist learning support, after school clubs or mother-tongue lessons.

****Deposit**

An initial deposit of €500 is charged to all students transferring from the primary school to the secondary school. This deposit is refundable on leaving ISD when all obligations have been fulfilled.

*****Technology Fees**

There will be technology fees of €295 and €40 for all new students at ISD Secondary. These fees include a MacBook as well as software, i.e. Adobe suite, Zulu desk and Education Perfect.

Invoicing and Payment

For the school fees and additional fees, the school will send invoices to all parents /guardians via email through the invoicing system, WisCollect. The invoices can be downloaded, and the status of the amounts charged may be viewed online by the parents/guardians through a link which they will receive. Payment can be made online via iDeal (preferred) or by bank transfer to the bank account on the invoice.

For the school fees only, there is the possibility for payment by instalments. The number of instalments will depend on when the student joins the school. The fees should be paid in full by 28 February 2021. A request for payment by instalments should be sent to finance@internationalschooldelft.org. Parents will receive a confirmation with a payment plan from WisCollect.

Technology

Secondary students in MYP years 1, 2 and 3 will be using a MacBook for work both at school and at home. The technology fee for the MacBook is €295 p.a. for a period of three years. Students and parents/guardians will be required to sign a contract with ISD regarding the use of the MacBook. After the three years' period, the MacBook will become the property of the student. The technology fee for the software, which includes use of Adobe suite, Zulu desk and Education Perfect, will be €40 per year.

School fees: general information

The school fees are established annually for the following academic year, taking into account, amongst other considerations, indexing/inflation.

In addition, the school reserves the right to further adjust the school fee in order to accommodate changes, such as in state funding towards school fees, any increases in external examination fees, extension of facilities and/or programmes offered.



Fee Payment Schedule

The following table includes outlines the schedule of fees to be paid when joining ISD at different times in a school year.

Amount of the fee to be paid	Tuition commencing
Full amount	August
Full amount	September
90%	October
80%	November
70%	December
60%	January
50%	February
40%	March
30%	April
20%	May
10%	June
10%	July

Non-payment

Any non-payment of fees will be transferred to an external debt collector and all costs charged to the parent/guardian. International School Delft may then refer the student(s) concerned to a national public school programme. NB. admission to these schools is not automatic.

Withdrawal from School and Refund Policy

Unless full notice is given in writing and 60 days in advance, fees will continue to be charged. Parents of students who are withdrawing, are required to collect and submit a leaving form to the school office. Students leaving ISD are required to clear all obligations before final records are released to the next school and the deposit is refunded.

Refund (upon departure based on this table)	Tuition terminating in
50%	August
50%	September
50%	October
50%	November
50%	December
40%	January
30%	February
20%	March
10%	April
0% - no refund	May
0% - no refund	June
0% - no refund	July



Confidential Information and Data Privacy

The school complies with the Dutch legislation on privacy, but it is the school's practice to show photographs and video footage of school activities and events on its website, in various school publications and on social media. The school may also include them in press releases and advertising. To give permission to use images for this purpose, you will be asked to sign a photo release form. Permission can be withdrawn in writing at any time, but not retrospectively.

For security purposes, International School Delft could have security cameras in operation on the school premises. These images will be stored for a limited period of time and will only be referred to should circumstances necessitate viewing.

Parents accept that it is the school's legal duty to provide data requested by the Government and official other authorities. However, this information will be limited to what is necessary to fulfil the legal requirements.