



# STANDARD TERMS AND CONDITIONS FOR NEW STUDENTS

ACADEMIC YEAR 2022-2023

International School Delft warmly welcomes students of all nationalities, faiths, beliefs and cultures.

Students may qualify for a place at the International School Delft if <sup>1</sup>:

- A. The student has a non-Dutch nationality/is a foreign passport holder and one of the parents/legal guardians is employed in The Netherlands for a period of time; or
- B. The student has Dutch nationality and has lived and attended school(s) abroad for at least two years because one of the parents/legal guardians was stationed abroad.
- C. The student has Dutch nationality and has a parent/legal guardian (with whom the student will be living) who will be stationed abroad within two years and for at least two years (this should be supported by a written statement of intent by parent or employer).

Admission to the International School Delft (ISD) is dependent upon the school programme being appropriate for the applicant's needs and places available. ISD Primary offers the IB Primary Years Programme (IB PYP) and Secondary offers the IB Middle Years Programme (IB MYP).

Whether the school is appropriate for the student is determined by previous school reports, personal interviews, details of any Special Educational Needs and contact with previous school(s).

In 2022-2023, at the secondary school, MYP years 1, 2, 3, 4 and 5 will be open to students with a wide range of abilities, who can prove that they are able to follow the IB MYP curriculum. Where appropriate, applicants will be required to take entrance testing.

Prospective parents should complete the forms on our online Admissions system OpenApply at <https://isdelft.openapply.com>

Parents/guardians will be asked to set up an account in OpenApply which will enable them to log in and view the status of their application process. It will also enable parents/guardians to upload the required documents, such as a copy of the student's passport and reports from previous school(s), where applicable.

## **Application Fee**

For the school to be able to start the review of any application, an application fee of €250 should be transferred to the ISD bank account set up for this purpose. Proof of payment of the fee should be uploaded before parents will be able to continue with the application process.

**Please note that the payment of the application fee does not guarantee a place in the school nor can any rights be attached to payment of the fee!**

Through OpenApply, the school will confirm the receipt of an application. An admission interview will be arranged on location or via video call. Admission to the school will be confirmed only once it has been approved by the Head/Deputy Head for Primary or the Head/Deputy Head for Secondary. Final confirmation of placement will be sent within 6 weeks of the receipt of the completed application documentation.

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<sup>1</sup> Admission to the Dutch International School is subject to conditions in accordance with Dutch legislation.



**!!Please note that this bank account is for payment of the application fee only!!**

### **Bank Details for the account for payment of the application fee**

These are as follows:

Name of Bank: ABNAMRO Bank  
School Account: NL74 ABNA 0872297918  
Swift/BIC code: ABNANL2A  
Make Payable to: Stichting Lucas Onderwijs inz. International School Delft (ISD)

**All payments should clearly display the student's name and the preferred year and class of enrolment.**

### **School Fees: General Information**

The school fees are established annually for the following academic year, taking into account, among 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 programmes offered.

### **Acceptance Form**

Once parents/guardians have accepted the offer of a place for their child, they have also agreed with the Standard Terms and Conditions 2022-2023, including the financial obligations.

### **Confidential Information and Data Privacy**

The school complies with the Dutch legislation on privacy, but it is ISD'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.

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.

### **Invoicing and Payment**

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

Please note that there are separate accounts for Primary and Secondary!

### **Instalment Option**

For the school fees only, there is the possibility for payment by instalments. The number of instalments depends on when the student joins the school, but the maximum number of instalments is 8.

The condition for payment by instalments is that the payments are made on the due dates in accordance with the payment schedule provided by the school and WisCollect. For those parents paying in instalments, the fees should be fully paid by 28 February 2023.

Any request for payment by instalments should be sent to [finance@internationalschooldelft.org](mailto:finance@internationalschooldelft.org). Parents will receive a confirmation with a payment plan.



## SCHOOL FEES

### PRIMARY

|   |                   |
|---|-------------------|
| <b>Annual School Fee</b>                          | <b>4,495</b>      |
| Deposit (once-only, refundable) for new students* | 500               |
| Various activities, incl. school photos           | Charged per event |

All stated amounts are in Euros

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### SECONDARY

#### MYP 1-5

|   |              |
|---|--------------|
| <b>Annual School Fee</b>  | <b>6,055</b> |
| Student expenses (incl. hoodie, sports shirt, yearbook, school photos)                | 60           |
| Technology fees** - laptop with contract in school year 2022-23 (including insurance) | 430          |
| Deposit*  | 500          |

#### MYP 1

|   |     |
|---|-----|
| School activities: curriculum-related trips and camps | 250 |
|---|-----|

#### MYP 2 - 3 - 4

|   |     |
|---|-----|
| School activities: curriculum-related trips and camps | 350 |
|---|-----|

#### MYP 5

|   |     |
|---|-----|
| School activities: curriculum-related trips and camps | 350 |
| Personal Project fee                                  | 54  |

All stated amounts are in Euros

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Unforeseen trips and activities may occur throughout the academic year for which additional costs will apply.

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

#### **\*Deposit**

The deposit, which is charged to all new ISD students, is a once-only charge and is refundable on leaving ISD when school property has been returned and there are no outstanding financial obligations.

#### **\*\*Technology in Secondary**

Secondary students in MYP years 1, 2, 3, 4 and 5 will be using a MacBook for work both at school and at home. Students and parents/guardians will be required to sign a contract with ISD regarding the use of the MacBook. The technology fee for the MacBook is payable for a period of three years. After the three years' period, the MacBook will become the property of the student. New MacBooks include a 4-year insurance (see the MacBook contract).



### Fee Table

**For international schools, the amount of the annual fees cannot be divided into 12 equal monthly amounts.**

The following table shows the 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 may be transferred to the 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

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

| Refund (based on the full annual school fees) | 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                   |