

### Entry fees to ISL

#### **One time fees – non-refundable – per child**

All entry fees (other than EAL) will be allocated to the ISL School Growth Fund.

<b>Application fee</b> required for all applicants	€ 300
<b>Registration &amp; Capital fee</b> paid within 2 weeks of placement offer to confirm applicant's registration	€ 3,000
<b>English as Additional Language (EAL) entry fee</b> if applicable	
Lower School – from grade 2	€ 1,000
Upper School – from grade 6	€ 2,000
<i>Effective for applications prior to April 1<sup>st</sup></i> € 500	

### Annual school fees

The 3 separate items below are accumulative annual fees = a+b+c

<b>(a) School Growth Fund</b> per child – non-refundable	€ 250
<b>(b) Stability Reserve</b> per child – non-refundable	€ 1,250
<b>(c) Tuition</b>	
Pre-School (full day*, 3 year olds)	€ 13,350
K-1 and K-2 (full day kindergarten)	€ 15,340
Grades 1 to 5	€ 15,340
Grades 6 to 8	€ 16,960
Grades 9 to 12	€ 17,140

The School Growth Fund is currently allocated to the Building repayments.

The Stability reserve is to protect the sustainability of the school and to help alleviate future fee increases due to fluctuations in the government's subsidy, enrolment and extraordinary economic circumstances.

The Tuition fees are to fund the annual operational budget of the school

*Please note that these fees benefit from and include the Luxembourg State Subsidy for private schools and require approval from the Ministry of Education.*

*(\*) If a child is registered for fewer than 4 afternoons a week in the pre-school programme, the tuition will be reduced by € 1,200 per afternoon.*

A non-refundable **deposit** will be required each following year to secure a place. € 1,250  
This deposit is credited as pre-payment of the annual school fees.

### Tuition fees include:

PS-Grade 1 Healthy morning snack  
 PS-Grade 5 Books, class supplies, registration in school organised extra-curricular activities held at school  
 Grade 6-12 Textbooks, registration in school organised extra-curricular activities held at school  
 All external examinations entries decided by the school (IB Diploma, IGCSE, ACER Testing, Futurewise)

### Additional schooling costs

Calculator and Laptop as required (bring-your-own-device is implemented in Upper School)

Individual tutoring and instrument rental

PE uniform and kit

School lunches, cafeteria purchases and snacks for Grade 2-5

Insurance for personal property and insurance as appropriate

Books loaned will be charged if not returned or returned in bad condition.

Compulsory trips take place from Grade 4 to Grade 12 and have ranged in the past years from EUR 200 to EUR 800, depending on location and activity. To see other voluntary activities taking place at school that may incur additional charges, [click here](#).

Special additional educational support may be invoiced based on the individual's situation and/or case.

### Early withdrawal and registration cancellation

Formal written notification of withdrawal, signed by the parents/guardians, addressed to the Business Office, must be received by registered mail, **at least two months in advance** of the actual date of departure or non-arrival.

Any month started is considered fully enrolled and attended. Any outstanding balance at the time of departure will result in the school records being withheld.

For a sample notification letter, please [click here](#).

Registered and newly joining students will forfeit the following percentage of Tuition Fees based on the notification and the departure date:

Departing in the month of Notification in the month of	Before start of School or in								
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
June	0% tuition fees	50% tuition fees	50% tuition fees	50% tuition fees	50% tuition fees	50% tuition fees	75% tuition fees	75% tuition fees	100% tuition fees
July	50% tuition fees	50% tuition fees	50% tuition fees	50% tuition fees	50% tuition fees	50% tuition fees	75% tuition fees	75% tuition fees	100% tuition fees
August	50% tuition fees	50% tuition fees	50% tuition fees	50% tuition fees	50% tuition fees	50% tuition fees	75% tuition fees	75% tuition fees	100% tuition fees
September		50% tuition fees	50% tuition fees	50% tuition fees	50% tuition fees	50% tuition fees	75% tuition fees	75% tuition fees	100% tuition fees
October			50% tuition fees	50% tuition fees	50% tuition fees	50% tuition fees	75% tuition fees	75% tuition fees	100% tuition fees
November				50% tuition fees	50% tuition fees	50% tuition fees	75% tuition fees	75% tuition fees	100% tuition fees
December					75% tuition fees	75% tuition fees	75% tuition fees	75% tuition fees	100% tuition fees
January						100% tuition fees	100% tuition fees	100% tuition fees	100% tuition fees
February							100% tuition fees	100% tuition fees	100% tuition fees

**Entry fees, deposits, stability reserve and school growth fees will be considered fully owed and non-refundable.**

i.e. For all students registered, new or returning, not coming for the first day of School, the last notification date to avoid fee forfeits is 30<sup>th</sup> June each year.

*In the event that the school has to close its premises, due to circumstances beyond its reasonable control, tuition fees and other fees shall not be reimbursed.*

### **Payment details**

Payments should be made by bank transfer to the International School of Luxembourg at the BCEE:

Banque et Caisse d'Epargne de l'Etat, 1, Place de Metz, L-2954 Luxembourg

Swift / BIC: **BCEE LU LL**, account n° **LU18 0019 2855 1836 6000**

A minimum of 67% of the fees are to be paid no later than June 30<sup>th</sup> and the remainder by February 1<sup>st</sup>.

Fees are considered fully owed by June 30<sup>th</sup> should no withdrawal notification be received.

The school reserves the right to delay entry, withhold school records, charge interest on past-due accounts or launch a collection process for any overdue outstanding balance.

Tuition fees are invoiced annually in May for the following school year and payable within 30 days of invoice. For students joining during the course of the school year, invoices are issued before the enrolment date and payable prior to the student's start date.

Should invoicing be required in a company name, please [click here](#) for a Company billing form.

*The enrolment of a student is an individual contract between the parents and the school regardless of any arrangement parents may have with their employer or other third party concerning the payment of the school fees for their child(ren).*

### **Late entries**

If a pupil is registered to start during the academic year, a 10% tuition reduction from the full annual tuition fees will be granted for **each full calendar month** the student is not registered.

Percentage of Annual Tuition Fees payable upon registration during academic year :									
Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
100%	90%	80%	70%	60%	50%	40%	30%	20%	10%

*For any school fee related question, please contact Mrs. Ruth Smiley, Head of Business & Finance at [islfincances@islux.lu](mailto:islfincances@islux.lu)*