

SCHOOL FEES REGULATIONS
of the Deutsche Internationale Schule Johannesburg
(Integral part of the Registration Documentation)

1. SCHOOL FEES

The structuring of the school fees is determined by the School Committee and is published in the ruling School Fees Tariff. Parents are given written notice of amendments to the School Fees Tariff.

2. REGISTRATION FEE

The School Committee determines the registration fee which is payable upon the registration of a pupil. Upon re-registration, after temporary de-registration of a pupil, a further registration fee will be levied.

No registration fee is charged when a child is registered for the Pre-Primary School.

3. DEPOSIT

A non-interest bearing deposit is payable, per family, on enrolment of a pupil or his/her admission to the Kindergarten, Pre-Primary School, Primary School, Secondary School or the 13th Year. The deposit will be refunded when the last child of the family leaves school.

The deposit will not be refunded if a child does not turn up for school despite a successful application for admission.

4. METHOD OF PAYMENT

School fees for the year are invoiced annually and must be paid in advance on a monthly, quarterly or yearly basis (February – November).

The following methods of payment are available:

4.1 Debit Order Payments

A debit order must be signed to authorize the School to collect school fees by means of this method of payment. The school fees will be collected as per instructions, i.e. on a monthly, quarterly or yearly basis.

Should banking fees be charged to the DSJ because of insufficient funds available on the relevant account or for any other reason not attributable to the DSJ, such banking charges will be debited to the parent's account.

4.2. Cheque Payments

Cheques have to be made out in favour of
"Deutsche Internationale Schule Johannesburg".

The words "or bearer" must be deleted and the cheque must be crossed and marked "Not transferable – Account payee only."

Post-dated cheques have to be clearly identified. Banking charges resulting from early presentation of post-dated cheques will be debited to the account of the parents.

4.3. Cash Payments

All cash payments have to be made in the school's administrative offices. Receipts will be issued for cash payments received.

4.4. Electronic Transfers

The school's bank account, as stated on the invoice/statement is to be used together with the name and account number in order to identify the depositor.

5. SCHOOL FEES REDUCTIONS

5.1. School Fees Reductions

The DSJ in its sole and unfettered discretion is entitled but not obliged to grant a reduction in school fees or a deferment of payment in cases of financial crises. An application to the effect has to be made. Detailed documentation on the financial status of the persons legally responsible for the education of the child must be attached to the application. (Proof of income or of unemployment, income tax assessment form, declaration of any other income. If both parents work, the documentation pertaining to each of the parents must be included with the application.)

Application forms have to be filled out and handed in to the offices of the administration.

The School's decision in respect of an application is final and incontestable. Consideration of the application depends on both the financial circumstances of the applicant as well as on the satisfactory academic progress and behavior of the pupil.

The School does not have to give reasons why an application has been denied or why the initial figure granted has been changed.

An application will only be reconsidered as an exception to the rule, provided a new application containing substantially new and different facts has been lodged. A reduction in school fees, once granted, will at the most remain in force for the relevant school year only. Applications for reduction in school fees are handled strictly confidentially.

5.2. Reduction of School Fees for Siblings

This reduction will be calculated in accordance with the valid School Fees Tariff. The pupil in the highest standard is considered to be the first child.

6. ENROLMENT DURING THE COURSE OF A TERM

If a pupil is registered and starts school during the course of a term, the school fees will be calculated as from the beginning of that term.

7. DE-REGISTRATION

The official de-registration form must be submitted on the first day of the month preceding the de-registration. School fees are payable up to the end of the term in which the de-registration takes place. Where a student intends leaving the School at the end of an academic year, written notice of de-registration can be given during December of that year.

Where a student had been granted leave of up to 3 months, e.g. for an overseas trip, the school fees for that period of time must still be paid in full.

8. REMINDERS

If accounts are not paid on due date, a monthly reminder fee will be charged. In addition monthly interest charges based on the Prime Overdraft Rate (Standard Bank) plus 4% will be levied on accounts overdue.

The DSJ reserves the right to take legal action against defaulters. Resulting legal charges will be debited to the account of the parents.

The DSJ reserves the right to withhold instruction from a pupil or to de-register a pupil should school fees not be paid.

9. PLACE OF PAYMENT

All payments have to be effected at the administrative offices of the Deutsche Internationale Schule Johannesburg, 11 Sans Souci Road, Parktown, Johannesburg.

10. VALIDITY

These School Fees Regulations will come into force with immediate effect. They replace all documents previously issued in this regard and they will remain valid until further notice.