

Deutsche Schule Kobe International

Fee Structure School Year 2023/2024



Application

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| Application fee | 25,000 |
| Registration fee | 275,000 |

Tuition

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| Tuition | |
| *Play Group (registration by semester)..... | 48,000 |
| *Pre-Kindergarten | 1,171,000 |
| Kindergarten | 1,421,000 |
| Pre-School | 1,542,000 |
| Primary School Grades 1-6..... | 1,542,000 |

Annual Supplements

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| Annual Fees | |
| Technology fee | 15,500 |
| Building and development fee | 105,000 |
| Insurance..... | 19,500 |
| Membership fee for School Association..... | 10,000 |
| Course Material Pre-School - Grade 6..... | 10,000 |
| PTA fee..... | 3,000 |
| *Yearbook Fee..... | 4,500 |
| Pre-Kindergarten to Grade 2 school trips..... | 5,000 |
| Grades 3-6 annual school trips/camp..... | 55,000 |

Extras

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| *School Bus Service per year (<i>if booked</i>) | 221,000 |
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(* will be subject to 10% consumer tax.)

The **application fee** is for all students applying for admission. This amount defrays costs of entrance interviews and ESL assessments etc. The **registration fee** is for school resource development and is payable only once. The **building and development fee** is used for maintaining and upgrading facilities and is charged annually. The funds generated by the **technology fees** are used to maintain and upgrade the ICT equipment at the school and further develop the school's digital literacy program. The school **insurance** is compulsory for all students. The funds generated by the **membership fees** are used for the running costs of the association; anything remaining is re-invested in the children's education.

The Application fee must be submitted at the time of submitting the application form. The registration fee is due 15 days after registration at the latest. A place at the school can only be guaranteed if the registration fee has been paid. The Application fee and the Registration fee are not refundable.

Deutsche Schule Kobe International has different payment plans available. DSKI prefers one payment per year but options for twice, quarterly or monthly installment payments are available. Please note that monthly billing incurs an extra charge of 5% due to the administration work involved. The office will contact the parents in due course to confirm their preference of the tuition payment plan. The bill(s) are due 15 days before the commencement of each semester (July 15 and January 15 respectively). A penalty of 10% will be strictly applied for payments received 15 days after the due date of the billing invoice. Students whose tuition is outstanding 30 days after the beginning of the year may be suspended from classes. The school reserves the right to withhold any report cards, transcripts, or diplomas if there are unpaid balances.

The application, registration, building and development, insurance, technology and membership fees are charged to all students entering the school regardless of whether they enroll midway during the school year.

The school trips are organized annually for students from Grade 3 to Grade 6. The total cost of these trips varies depending on destination and duration, however, these trips should not exceed 55,000. We must ask you to make allowance for these outings. All students are expected to participate as it is a very important experience in their personal development. The sum of 55,000 yen becomes payable at the same time as the tuition fees. Necessary adjustments will be made at the time of the excursion.

Fees will remain constant during any given school year and may only be changed with the approval of the Board at the end of the school year. The Board has final say in all matters pertaining to school fees.

Academic Year: 01. August— 31 July of the following year (1st quarter: 1. August— 31. October, 2nd quarter: 1. November— 31. January, 3rd quarter: 1. February— 30. April, 4th quarter: 1. May— 31. July. (1st and 2nd quarter = 1st semester, 3rd and 4th quarter = 2nd semester)

Procedure for resigning: After entering school the existing contract will be automatically extended, if parents do not resign by written notice, using the form provided by the school, at least 3 months prior to leaving the school (last day of school before end of 1st term and last day of school before summer break at the end of 2nd term). The notice of withdrawal must straddle a full three months, either latest October 31st in the 1st term to resign from 2nd term and April 30th in the second term to resign at the end of the school year. Provisional or conditional notice of withdrawal is not accepted. If parents withdraw their children from the school without notifying the school 3 months prior to leaving, according to the information above, a penalty lump sum fee of 200,000 yen must be paid to the school. If the date of withdrawal is not set, the withdrawal notice will be considered insufficient. Parents or legal representatives must agree and consent that all fees shall be forfeited in full, if insufficient, provisional or conditional notice of withdrawal is given. An exception can be made if there is a possibility that a student may have to withdraw due to parents' work obligations and if the employer fails to inform the parents in time to meet the deadline. In such cases parents must apply to the Board, stating all details, and provide further documentation (to be decided by the Board) in order to obtain a postponement of deadlines. If a student has to withdraw due to unavoidable reasons (temporary residence abroad due to parents' work obligations, medical reasons), temporary leave of absence may be granted, if the child returns to the school within the school year in which they withdraw. The parents or legal representatives must apply in writing for temporary leave of absence at least 3 months prior to temporarily leaving the school; an exception may be made only in cases of emergency such as accidents or hospitalization due to illness. If the time of their absence is longer than 3 months, students on temporary leave are charged a reduced fee of 200,000 yen for the time of their absence. Technology, Building and development fees, insurance, membership, PTA membership fees and course materials must be paid in full. During any absence period. In case of absences up to 3 months, tuition fees are not reduced.