



## ST. STEPHEN'S SCHOOL FEE SCHEDULE AND FINANCIAL INFORMATION 2020 - 2021

Tuition Fee	Euro	25.145
Boarding Fee	Euro	13.950
Locally sourced lunch (Day students only)	Euro	1.390
Capital Assessment Fee		
New Students	Euro	1.000
Returning Students	Euro	500
Spring Trip Deposit	Euro	400

### 1. TUITION FEES

Tuition fees are due in full before the beginning of each semester. Please refer to the chart below for the complete payment schedule.

**60% of tuition (€ 15.087) is due on August 1, 2020 (1<sup>st</sup> installment) and 40% (€ 10.058) on December 1, 2020 (2<sup>nd</sup> installment).** A 2% discount will be given on fees for the entire year paid in full by June 1, 2019; a 1% discount will be given on fees on the first installment if paid in full by the same date.

Late payments or payments made by installment may be subject to a 0,5% interest charge per month.

Semester students pay half the published amount for tuition, boarding and capital assessment.

Invoices issued after the beginning of the school year must be settled by the first day of attendance.

A student will not be permitted to attend classes for more than 30 days unless the first installment has been paid in full. Any exemption must be approved by the Head of School in writing.

The lunch fee is mandatory for day students; no refunds or discount will be given for meals not taken. The lunch fee is included in the boarding fee.

The capital assessment fee covers all didactic expenses such as books, instructional materials and laboratory fees.

St. Stephen's has two mandatory trip periods during the school year. The cost of the fall trip is included in the tuition fees and no refund will be given to students who do not participate. The spring trip will be billed according to the final cost; a 400 Euro deposit must be paid with the initial installment.

### 2. BOARDING FEES

Boarding fee installments are payable on the due dates of August 1, 2020 and December 1, 2020 and are subject to all of the conditions which apply to the tuition fees. **60% (€ 8.370) is due August 1, 2020 (1<sup>st</sup> installment) and 40% (€ 5.580) December 1, 2020 (2<sup>nd</sup> installment).** Please refer to the chart below for the complete payment schedule.

A 100 Euro damage deposit will be required of all boarders at the time of registration. This amount will be refunded at the end of the academic year minus any cost for damage to the room and its contents.

It is strongly recommended that parents establish a Supply and Expense Account with the school on which the student can draw money to cover allowance and expenses such as medical and dental bills, telephone and postage, etc. The boarding department suggests an initial deposit of 300 Euro.

### 3. APPLICATION FEE

An application fee of 150 Euro must accompany the application form and is non-refundable.

#### 4. ADDITIONAL FEES

IB candidates are charged a 650 Euro IB administration fee, billed in November of the first and second years of the IB Diploma Programme. For students registering for IB certificates only, this fee is pro-rated according to the number of examinations taken. The fee is not refundable for Diploma candidates who change IB registration category after the initial registration deadline. In early November, IB examination fees are assessed and processed by the school according to the number of individual examinations being taken in any given session.

All seniors are charged a 250 Euro Senior fee to cover the costs of graduation, final transcripts and college admissions procedures.

Students who request legalization of their IB Diploma will be billed separately.

#### 5. FINANCIAL AID

Limited financial aid is available. Financial aid forms should be obtained from the Director of Admissions and Financial Aid. A sibling discount is given to families with more than one child enrolled at St. Stephen's.

#### 6. ADDITIONAL FINANCIAL INFORMATION

Parents or guardians are responsible for payment of all school fees. Payment may be made by bank transfer or Euro check at the Business Office. Payments in US dollars are accepted at the rate of exchange quoted on the date of payment.

If a student withdraws or is asked to leave the school, no refunds of tuition, boarding, or any other fees will be granted. Failure to settle payment when due will result in withholding of all documents and transcripts until payment is made.

A non-refundable € 2.000 deposit is due at the time of enrollment/re-enrollment. This will be credited to the second installment.

<b>PAYMENT SCHEDULE</b>			
	2020-21	2020-21	2020-21
	1 <sup>st</sup> installment	2 <sup>nd</sup> installment	Total fees
	by Aug. 1, 2020	by Dec. 1, 2020	
	60%	40%	
	Euro	Euro	Euro
Tuition Fees	15.087	10.058	25.145
Lunch Fees	834	556	1.390
Spring Trip Deposit	400	-	400
Boarding Fees	8.370	5.580	13.950
Capital Assessment (New)	1.000		1.000
Capital Assessment (Returning)	500		500

**All fees for the academic year are due to the school even if the student withdraws or is dismissed.**