

SCHOOL FEE AGREEMENT

PARTIES

The parties to this agreement are:

- a. **Stichting ‘Het Rijnlands Lyceum’, competent authority of International School Rijnlands Lyceum Oegstgeest**, hereinafter ‘the School’, represented by the principal of the School;
- b. **[PARENTS /GUARDIANS)** of [child/children’s names], hereinafter the ‘Parents/Guardians’

PREAMBLE

- A. Parents/Guardians have indicated that they wish to register their child/ children at the International School Rijnlands Lyceum Oegstgeest.
- B. The School provides publicly funded education to the child/children of the Parents/Guardians and therefore the school takes into account the duty of care that follows from the law on primary and secondary education (Wpo and Wvo).
- C. Government funding does not cover the full costs of international education. Education legislation stipulates that admission to the international department of the school is subject to payment of a financial contribution based on an agreement between the Parents/Guardians of the child/children and the school.
- D. The agreements on registration and the financial obligations are laid down in this agreement.

1. Starting date and duration of the agreement

- 1.1 This agreement is open-ended, it starts from the date of undersigning this agreement for the duration of the school curriculum or until the time of deregistration.

2. Payment

2.1. The annual school fee per school year (from 1 August until 31 July) is:

School Fee for MYP1- MYP5	2026-2027	€ 8,400
School Fee for DP1 - DP2	2026-2027	€ 9,600

2.2 Payment instruction via WIS Collect

WIS Collect is an online programme which is used for both invoicing and payment of invoices. When your payment is due, you will receive an email from WIS Collect. Emails from WIS Collect have the following email address: The international school of Rijnlands lyceum debiteuren@ishsec-rijnlandslyceum.wiscollect.nl (please also check your spam inbox!)

All correspondence concerning school fees should be addressed to:
invoice@rijnlandslyceum-csb.nl (quoting your school debtor number).

We would like to emphasise the importance of having your correct email address in our administration.

- 2.3 Extra-curricular multi-day school trips and activities are not included in the school fees. The school reserves the right to charge the costs of extra-curricular activities to the Parents/Guardians. An overview of the annual activities and the associated costs in the coming school year is included in the appendix to this agreement.
- 2.4. All invoices are sent to the Parents/Guardians. Parents/Guardians are responsible for timely payment of all invoices.
- 2.5. School fees must be paid in advance in full or in three (3) equal instalments:
First instalment: no later than 1 June each year
Second instalment: no later than 1 November each year
Third Instalment: no later than 1 January each year
- 2.6. In case of admission later than 1 June, the full payment or payment of the first instalment must be made within 21 days of receiving the invoice.
- 2.7. A pro rata school fee applies for interim registration after 1 October. The fee will be equal to the school fee for a full school year multiplied by the number of remaining whole and partial months divided by 10 months.
- 2.8. If payment obligations are not met, the School has the right to deny the child/children of the Parents/Guardians access to the School, classes and exams. The child/children will, in that case, be offered a place in the Dutch department of the Rijnlands Lyceum Oegstgeest.
- 2.9. There is an annual indexation of 2%. The School has the right to implement a higher percentage of indexation if the School deems it necessary and the participation council has been consulted upfront.

3. **Termination**

- 3.1. Parents/Guardians can cancel the agreement at any time by deregistering their child/children from school.
- 3.2. If the agreement will end before the time for which it was granted has expired, the School is, despite termination, entitled to due wages and reimbursement of costs incurred by the School. These due wages and the costs of cancellation are set at an amount equal to a percentage of the school fee as stated in the table below:

Withdrawal from school mid-Year

Fee structure	When leaving in month...
50%	August
50%	September
50%	October
50%	November
50%	December
60%	January
70%	February
80%	March
90%	April
100%	May
100%	June
100%	July

- 3.3. Termination of the agreement for the next school year must be done by deregistering the child/children before the first of June of each school year. If Parents Guardians deregister for the next school year after 1 June but before 1 August, Parents/Guardians will owe the amount of 25% of the fee due for the next school year.
- 3.4. Parents/Guardians have no right of suspension (in Dutch: *opschorting*) and setoff (in Dutch: *verrekening*).

4. **Deposit Fee**

- 4.1. A deposit of 750 euro must be paid before a student may attend school. This is used to deduct funds for any loss or damage caused by a student to school property or loss of schoolbooks.

*This deposit will be refunded when the student leaves the school, after return of books and settlement of outstanding invoices.

Stichting 'Het Rijnlands Lyceum:

The Parents/Guardians:

Head International School

Mathijs Hekkelman

Parent/Guardian 1

Parent/Guardian 2

APPENDIX

ADDITIONAL COSTS

Extra charges for trips and school activities will be invoiced where possible at the same time as the invoice for school fees, however, this is not always possible, and you may receive these invoices just prior to the school activity.

These additional charges, as mentioned above (amounts are approximate and are subject to change) include:

MP4 Language Trip - a maximum of: € 900

DP1 Field Trip € 175

DP1 Cultural Trip - a maximum of: € 900

IBDP Examination fees

MP5 MYP Certificate/ E-assessment € 450

Opt-out E-assessment € 125

IB Diploma € 700 *

* for 6 subjects, including examination registration fee, TOK, CAS and extended essay and administrative charges.

These fees are payable by students sitting examinations for the IB Diploma Programme and charged at the current rates applied by the International Baccalaureate Organisation. Parents will receive a separate invoice for examination fees.

These fees are approximate and subject to change. Payment of examination fees is a condition for sitting the exams.

DP2 Re-Sit Candidates

DP2 Students who retake up to 3 exam subjects will pay 50% of the school fees plus all associated examination costs.