



Schedule of Fees

of the German International School Riyadh (DISR)

for

Primary School, Secondary School and Kindergarten

1. General Conditions

1.1 DISR academic year

The academic year of the DISR is divided into two semesters. The first semester starts with the first day of school after the summer holidays and ends when the half-year school reports are issued.

The second semester starts directly when the half-year school report is issued and ends when the end of year school reports is issued.

1.2 Payment options

The DISR offers two payment options for the school and kindergarten fees:

(a) **DISR annual fee**

Payment due date – 1st September

(b) **DISR semester fee**

- First payment due date – 1st September
- Second payment due date – 1st February



1.3 Payment methods

The DISR accepts the following payment methods for the payment of fees:

(a) Transfer of the invoice amount in SAR to the DISR account in KSA:

Account name: SAIS German Branch
Account no.: 0101 111 948 001
Bank name: The Saudi Investment Bank -HQ Branch, Riyadh
IBAN: SA20 6500 0000 1011 1194 8001
BIC: SIBCSARI

(b) Transfer of the invoice amount in EUR to the DISR account in Germany:

Account name: German School Riyadh
Account no.: 582562500
BLZ: 500 400 00
Bank name: Commerzbank Frankfurt am Main
IBAN: DE30 5004 0000 0582 5625 00
BIC: COBADEFFXXXX

Should payment not be received by two weeks after the invoice due date then the DISR reserves the right to recalculate the EUR amount anew to take account of any exchange rate fluctuations that may have occurred.

(c) Cash payments can be made at the accounts department of the DISR

If you are making payment in cash, please consider the official working hours of the office from 8:30 am to 3:00 pm from Sunday to Thursday.



1.4 Reminder and payment proceedings

As parties to a contract with the DISR, parents are (according to the articles of association and DISR schedule of fees) solely responsible for timely payment of the school fees.

This applies in particular to a case when the fees are expected to be partially or fully paid by the employer also directly paid to the DISR.

For payments delayed for periods exceeding the invoice due date a reminder will be sent in accordance with the following:

The dunning ("payment reminder") will be sent after 2 weeks starting from the due date.

The first reminder will be sent without reminder fees. After the end of the first reminder period, a new reminder will be sent along with **reminder fees of SAR 500***.

In the event of a non-payment after the 2nd reminder the school will suspend the child (from school, kindergarten and any supplementary offers). Suspension will not result in any reduction in or invalidity of the outstanding debt.

If the outstanding payments have not been paid until the end of the school year, the child will be deemed de-registered and will not be able to attend the lessons in the new school year.

Furthermore, the possibly already paid re-registration fees will not be refunded.

The DISR reserves the right to withhold school reports and documents for leaving school for as long as the outstanding payments exist.

1.5 Deregistration

Deregistration of a child from the DISR during the current academic year shall be done **in writing** using the DISR deregistration form.

After deregistration parents are obliged to return all IDs, permits and permissions to children, parents, drivers or individuals responsible for picking up the child to the secretariat.

1.6 Correspondence

All correspondence (information, invoices, reminders etc.) made between DISR and the parents will be by e-mail. The appropriate e-mail addresses are to be disclosed in the process of admission to the DISR. It is the responsibility of parents to notify the school about any changes, make sure of e-mail deliverability and pay attention to e-mails sent.



2. DISR School & Kindergarten Fees*

2.1 DISR admission fee

On enrolment, a non-refundable **one-off admission fee of 5.000 SAR*** will be charged. The enrolment fee is due within 14 days after the receipt of the proper invoice. The fee cannot be used as a credit for the school fees or any other fees.

In the event that the DISR cannot allocate a kindergarten or school place within 6 months due to capacity problems the admission fee will be refunded minus a processing fee of **500 SAR***.

2.2 Annual re-registration fee

For each child already registered at DISR a **re-registration fee of 2.000 SAR** will be due on 1st May of each school year for the following school year. As deposit fee it is not subject to VAT.

The re-registration fee will be deducted when the school fees are invoiced.

The re-registration fee will not be refunded in the event that the child does not attend the DISR at the beginning of the coming school year. If the de-registration fee is not paid by the invoice due date, the child will be deemed de-registered from the school/kindergarten.

2.3 Admission or Withdrawal during a current school year

For an admission during the current kindergarten/school year, the fees will be charged for the complete week starting from the first day of the attendance; due within two weeks from receipt of invoice. The school fees must be paid in advance and is non-refundable by withdrawal during a current school year.



3 Kindergarten fees*

The following kindergarten fees apply in the German International School Riyadh:

School grade	DISR annual fee (excl. VAT) (SAR)	DISR semester fees (excl. VAT)	
		1 st Semester	2 nd Semester
Kindergarten age 2-3	33.600	16.800	16.800
Kindergarten age 3-5	30.000	15.000	15.000
Pre school age 5-6	35.200	17.600	17.600

*U3-children who turn three years old before 1st October (or 1st March in the second semester) are charged only the Kindergarten fees for the whole first (second, respectively) semester. U3-children who turn three years old after those days are charged the U3 fee for the whole semester. U3-children cannot attend field trips outside of Al-Bustan Compound. The kindergarten is closed on these days.

3.1 School fees*

The following school fees apply in the German International School Riyadh:

School grade	DISR annual fee (excl. VAT) (SAR)	DISR semester fees (excl. VAT)	
		1 st Semester	2 nd Semester
Primary school (Class 1-4)	52.800	26.400	26.400
Secondary school (Class 5-10)	58.650	29.325	29.325

3.2 Fees for “German” as a foreign language (DaF) lessons*

The following fees for DaF-lessons apply in the German International School Riyadh:

DaF	DISR annual fees (excl. VAT) (SAR)	DISR semester fees (excl. VAT)	
		1. Semester	2.Semester
DaF	3.500	1.750	1.750
2nd child	2.600	1.300	1.300
3rd child	1.750	875	875
Language test	200	-	-

3.3 Fees for the Extracurricular Program of DISR*

The DISR offers afternoon activities (like swimming, football, cooking,... the offer of courses will be presented separately):

- Kindergarten children afternoon activities from 2:00 pm until 3:30 pm (only possible from five participating children)
- School children afternoon activities from 3:00 pm until 4:30 pm (only possible from five participating children)

The registration for the first semester of the extracurricular programs should take place in the the beginning of the academic year. The corresponding invoice will be sent in the first week after registration. The registration is binding for the whole semester and can only re-arranged in exceptional cases and needs to be approved by the administration office. A refund of fees is not possible.

The registration for the second semester of the extracurricular programs will take place in January and will be invoiced one week after registration.

If the invoices have not been paid by the invoice due date, the affected child will have no right to attend the supplementary offer. In addition, the child will not take part in the afternoon activity.

For the new admissions and late registrations, the fees will be charged for the complete week starting from the first required day of the attendance.



If the child does not attend the supplementary offer no fees will be refunded.

The invoices for the supplementary offer will be issued **separately** from the school/kindergarten fees.

Fees School for one extracurricular program*

Days per week	Days per term	Fees per term (excl. VAT)
1	15	600 SAR

Fees Late Pick-up*

For Kindergarten children afternoon supervision will only be offered to children who are picked up together from school with older siblings.

Children who are not taking part in afternoon activities should leave school after school. If children are repeatedly not picked up on time, the DISR will invoice 100 SAR* for late pick-up.

3.4 School fee reduction

School fee reduction can only be requested from families who do not get school fee payment as part of their salary. Acceptance and the amount of reduction require board approval and publication of personal income. Application documents are available at the secretary office.

The application for school fee reduction must be submitted in the running academic year for the next academic year.



4. General fees*

Following general fees will apply in the German International School Riyadh:

Position	Total Amount
Admission fee (for every child)	5.000 SAR
Re-registration fee (for every child)	2.000 SAR
Deposit for the school books	200 SAR
Fees for testing	200 SAR
Reminder fee from the second reminder	500 SAR
Issuance of a substitute school ID	100 SAR

School books

The DISR offers all students the possibility to borrow school books for free that will be used during lessons. The DISR charges a security deposit of **100 SAR** for the kindergarden library/**200 SAR** for the school books.

The deposit will be refunded after deregistration of the child from the DISR. In the event of loss or willful damage and improper handling of the borrowed books, this must be replaced with the respective current value.

This Schedule of fees was implemented by the DISR school board on the 13.06.2021 and the schedule of fees of the German International School Riyadh from 24.05.2021. The DISR-board reserves the right to make changes to the fee schedule when necessary.

German law shall apply to this Schedule of fees.

The German text shall prevail in case of ambiguities or in other cases where there is doubt or where there are problems of interpretation.