



# Standard Terms and Conditions Fees Structure

## 2025-2026



# Who is eligible to attend AIS?

Amersfoort International School (AIS) welcomes students of all nationalities, cultures, and backgrounds. A student is eligible for enrolment if they meet **at least one** of the following criteria\*:

- A. The student has a non-Dutch nationality/is a foreign passport holder and one of the parents/legal guardians is employed in The Netherlands for a period of time; or
- B. The student has Dutch nationality and has lived and attended school(s) abroad for at least two years because one of the parents/legal guardians was stationed abroad; or
- C. The student has Dutch nationality and has a parent/legal guardian (with whom the student will be living) who will be stationed abroad within two years and for at least two years (this should be supported by a written statement of intent by parent or employer).

Admission is dependent upon the availability of places and the school's determination that our school is the right fit for the student. This decision is informed by prior academic records, interviews, any relevant special educational needs, and communication with the applicant's previous school(s).

Applications must be submitted via the **OpenApply** online platform, where parents/guardians can monitor the progress of their application and upload required documentation.

---

*\*Admission to the Amersfoort International School is subject to conditions in accordance with Dutch legislation.*

## Application Fee

An application fee of **€250,00** (per family) is required for AIS to begin reviewing any application. This fee is **non-refundable** and does **not** guarantee a place at the school.

Proof of payment must be uploaded in OpenApply before proceeding with the application. Once the application is received, AIS will confirm receipt and plan an admissions interview (either in person or online). Final admission is confirmed only upon approval by the Head or Deputy Head of School.

### Bank details for payment of the application fee:

- **Bank:** Rabobank
- **IBAN:** NL69 RABO 0315 9894 08
- **SWIFT/BIC:** RABONL2U
- **Payable to:** Stichting AnnoNu
- **Reference:** 15HB01 AIS + student's full name



# School Fees

<b>Annual School Fee 2025-2026</b>	<b>€ 4.310,00</b>
Deposit (once-only, refundable)	€ 500,00 (per family)
Various activities, incl. school photos	Charged per event

The school fees are established annually for the following academic year, taking into account, among other considerations, indexing/inflation.

In addition, the school reserves the right to further adjust the school fee in order to accommodate changes, such as in state funding towards school fees or extension of facilities.

## Prorated Fee Schedule for Mid-Year Enrolment

For international schools, the amount of the annual fees cannot be divided into 12 equal monthly amounts. The following table shows the fees to be paid when joining AIS at different times in the school year.

<b>Start month</b>	<b>% of Annual Fee Payable</b>
August	100%
September	100%
October	90%
November	80%
December	70%
January	60%
February	50%
March	40%
April	30%
May	20%
June	10%
July	10%

## Invoicing and Payment

Invoices for tuition and other fees are issued via email using **WisCollect**, AIS's invoicing platform. Parents/guardians may access and download invoices and monitor payment status through a secure link.

Payments may be made via **iDeal** (preferred) or bank transfer, using the account details provided in the invoice.



## Instalment Option

For the school fees only, it is possible to pay in instalments. The number of instalments depends on when the student joins the school, but the maximum number of instalments is 8.

The condition for payment by instalments is that the payments are made on the due dates in accordance with the payment schedule provided by the school and WisCollect. For those parents paying in instalments, the fees should be fully paid by **March 2026**.

Any request for payment by instalments should be sent to [finance@amersfoortinternationalschool.nl](mailto:finance@amersfoortinternationalschool.nl).

## Additional Charges

Additional costs may arise during the academic year for:

- Unscheduled excursions or events
- Specialist educational support
- After-school clubs or activities

These charges are not included in the standard tuition fee.

## Non-payment of Fees

Failure to meet financial obligations may result in:

- Referral to an external debt collection agency (with associated costs charged to the parent/guardian)
- Potential referral of the student to a public education provider (placement not guaranteed)

## Refundable Deposit

A one-time, refundable deposit of **€500,00** per family is required upon enrolment. This amount will be refunded upon withdrawal from AIS, provided that:

- All school property has been returned
- All financial obligations have been fulfilled

## Withdrawal and Refund Policy

Parents/guardians of students who are withdrawing are required to submit a leaving form to the school administration. Unless full notice is given by submitting the completed leaving form **one month** in advance, fees will continue to be charged. Students leaving AIS are required to clear all obligations before final records are released to the next school and the deposit is refunded.



# Refund of School Fees

If you withdraw your child from Amersfoort International School during the school year, you are entitled to a refund of a percentage of the school fees paid. A refund is made only if all financial obligations have been met and the appropriate notice period has been given. When one or both stipulations have not been fulfilled, the deposit fee, paid upon registration, will be retained to cover any financial shortfall.

There is a one-month notice period. To withdraw, you must give notice **before the last day of the month prior to your intended departure**.

Example: to withdraw at the end of April, notice must be given before March 31.

Refunds are calculated as follows:

Withdrawal date	% Refund of Annual Fees Paid
September - December	50%
January	40%
February	30%
March	20%
April	10%
May-July	0%

## Confidentiality and Data Privacy

AIS complies with Dutch data protection legislation. The school may use photographic or video content of school activities for:

- Internal publications
- School website and social media
- Press and promotional materials

Parents/guardians will be asked to sign a **photo consent form**. Permission may be withdrawn in writing at any time (not retroactively).

AIS may also share student data with government or official agencies when legally required. Only the minimum necessary information will be disclosed.

