

## Payment rules for educational services

### at Non-public Educational Institution 'Wroclaw International School' (WIS)

#### 1. Type of payment:

- a. **Tuition fee:** it is a fee for the whole duration of the education services as defined in the Education Agreement. The payment date is defined in the Education Agreement.
- b. **Application fee:** it is a one-off fee paid during the admission process of a child and for children returning to the School after the break longer than one year. The fee covers the procedures related to the admission process, tests and interview. Except for the situation when a child is not admitted for lack of places, this fee is not refundable.

#### 2. Annual Tuition Fee Breakdown into Installments

WIS offers the option of the tuition fee breakdown into installments only to those Parents/Legal Guardians whose education-related fees are not refunded or paid directly by the employer. Payments in installments are not offered in case the education is refunded by the employers of the Parents/Legal Guardians. A written request to break down the payment into installments should be submitted to the Admission Officer at the office of the Foundation not later than before the first day of education at WIS.

#### 3. Payment Terms

- a. Tuition and remaining fees are paid in Polish Zloty (PLN) to individual bank account number indicated in the Educational Agreement. All payments should be transferred to an **individual bank account number** which will be assigned **to each child separately**.
- b. The deadline for the tuition fee and other fees payment is indicated in the Education Agreement. The effective date of payment shall be the date when it has been credited at the Foundation's bank account.
- c. Any delay in tuition fees or remaining fees payment shall result in the accrual of default interest in the amount equal to the statutory default interest starting from the day following the deadline.
- d. A child may be not allowed to participate in classes or the Education Agreement may be terminated in case of failure to pay the tuition, the installments or remaining fees.
- e. The child's Parent/Legal Guardian is always responsible for all payments of the tuition irrespective of the arrangements between the Parent/Legal Guardian and their employer.
- f. Please note that no educational report or certificate shall be given to a child whose financial liabilities have not been settled.
- g. The bank fees for transfers made from abroad as well as all other fees charged by banks for the given transaction may not be deducted from the fees payable under the Education Agreement.
- h. All payments made by a Parent/Legal Guardian, irrespective of the transfer title, shall be first recognized as settlement of past due payments, e.g. past due tuition, default interest.

Please pay the Application Fee to the following bank account:

##### **Getin Noble Bank Spółka Akcyjna**

Account Name: **Fundacja Edukacji Międzynarodowej**

Account number for payments made in Poland: **31 1560 0013 2957 0734 7000 0002**

Account number for foreign payments (IBAN): **PL 31 1560 0013 2957 0734 7000 0002**

Bank code (BIC) / SWIFT: **GBGCPLPKXXX**

Please pay the remaining fee Tuition Fee to the individually assigned bank account indicated in the Education Agreement.

#### 4. Additional fees

Other payments related to the educational process, e.g. the examination fees, transport fees, additional classes, excursions, school publications (yearbooks) etc. will be paid according to the Education Agreement to the individually assigned bank account number.

**Fees for Academic Year 2019/2020  
at "Wroclaw International School"**

Type of Fee	Due Amount	Payment Method
<b>annual tuition PK</b>	<b>26 700 PLN</b>	1,2 or 5 instalments due dates below
<b>annual tuition K</b>	<b>39 000 PLN</b>	1,2 or 5 instalments due dates below
<b>annual tuition grade 1 - 10</b>	<b>51 500 PLN</b>	1,2 or 5 instalments due dates below
<b>application fee</b> (new students)	<b>3 500 PLN</b>	one time payment
<b>WIS Student ID duplicate</b>	<b>15 PLN</b>	each copy
<b>Campus ID card duplicate</b>	<b>15 PLN</b>	each copy
<b>changing lock in child's individual locker</b>	<b>40 PLN</b>	for each new lock instalation after lost locker key
<b>after-school sports program „Wolves”*</b>	<b>100 PLN</b>	each season (3 seasons per school year) paid before first class of each season
<b>Swimming Pool*</b>	<b>400 PLN</b>	each semester paid before first class of each semester (minimum number of participants 30, in case of smaller participation the fee may increase)

\* - optional fee

<b>Instalments of tuition fee payment method with due dates</b>			
number of instalments	grade	amount due	due date
<b>1 instalment</b>	PK	<b>26 700 PLN</b>	07.09.2019
	K	<b>39 000 PLN</b>	
	G 1 - 10	<b>51 500 PLN</b>	
<b>2 instalements</b>	PK	<b>13 350 PLN</b>	1st payment - 07.09.2019 2nd payment - 07.02.2020
	K	<b>19 500 PLN</b>	
	G 1 - 10	<b>25 750 PLN</b>	
<b>5 instalements</b>	PK	<b>5 340 PLN</b>	1st payment - 07.09.2019 2nd payment - 07.11.2019 3rd payment - 07.01.2020 4th payment - 07.03.2020 5th payment - 07.05.2020
	K	<b>7 800 PLN</b>	
	G 1 - 10	<b>10 300 PLN</b>	

In the case of refunds of overpaid tuition fee, the tuition fee value to be reimbursed is calculated in proportion to the 10 months of WIS academic year - which begins: 1.09.2019 and ends: 30.06.2020.

If child starts his/her education at WIS after Spetember 1st, 2019, the tution fee is recalculated proportionally, ie 1/10 of the annual tuition fee per one month of attendance.

If the due date of payment of the installment falls on a statutory day off from work, the payment deadline shall be postponed to the next working day following the day off.

Wroclaw, January 2019