

Schedule of Fees at the German International School Dubai

1. General

This schedule of fees is based on the requirements of the School Registration and Refund Policy of the KHDA (Knowledge and Human Development Authority).

This schedule of fees applies to children and young people attending the German International School Dubai. In the following the term "child/children" will be used for all age groups. The school year begins on 1st August and ends on 31st July of the following calendar year. The first school half-year lasts from 1st August until 31st January of the following year, the second school half-year starts on 1st February and ends on 31st July. For calculating purposes the school year is made up of two half years, each comprising five months. Proportionate fees will be correspondingly calculated on a monthly basis using a key of 10% per month. Incomplete months will be charged pro rata. The week of the first or last school day will be charged in full.

Absences (e.g. illness, leave of absence or other absences) do not result in a reduction of the school fees.

If due to the Covid19 pandemic or other force majeure, by order or recommendation of the authorities, the school is closed or distance learning is conducted, there is no entitlement to a reduction or refund of the fees.

Invoices, reminders and other correspondence will be sent exclusively by email. Email addresses of parents/guardians will be registered upon their children being enrolled at the school. It is the responsibility of the parents/guardians to inform the school of changes to the email addresses, to ensure that emails can be delivered and to observe the emails the school sends out.

An integral part of this schedule of fees is the fee table.

2. Membership of the School Association

The parents/guardians of accepted children are members in the School Association. An annual membership fee per family will be charged for the membership, which is due upon the initial enrolment and together with the school fees in the first half year. The level of the membership contribution can be found in the currently valid fee table.

3. Registration Fee

A non-recurrent registration fee will be charged for registering a child for a forthcoming school year. This fee becomes due for payment immediately when the registration is placed. The registration fee is refundable, if the school does not offer the child a place. It is not-refundable if the school offers the child a place, but the child chooses not to take the place. It is not deductible from the total school fees to be paid if the child is offered and accepts a place. The level of the registration fee can be found in the currently valid fee table.

4. Admission Fee

A non-recurrent admission fee will be charged for enrolling a child that is due within one week after a place has been offered. If the child is enrolled during a current school year, the admission fee likewise becomes due within one week after a place has been offered, however at the latest before the first school day. The admission fee will be credited to the school fees of the school year of enrolment and will not be reimbursed should the place offered not be taken. The admission fee is not subject to the reminder procedure. The offered place loses its validity upon the due payment date should the admission fee not have been paid or not have been paid in full. The level of the admission fee can be found in the currently valid fee table.

5. Security Deposit

A non-recurrent, non-interest-bearing, refundable security deposit amounting to 5,000.00 AED per child becomes due upon the new registration of a child. This amount is due for immediate payment upon the school confirming the enrolment of a child. Should the security deposit not be settled in time, the entitlement to the place at the school is forfeited and the German International School Dubai may offer the place to another child. If the child leaves DISD, the security deposit will be reimbursed to the parents after all outstanding receivables have been settled. The repayment will then be made within 180 days after the end of the half-year in which the child leaves the school. Outstanding receivables of the family will be retained from the security deposit. This also applies to additional services provided by DISD.

6. Annual re-registration fee

Mid April of the respective current school year, a re-registration fee for the school fees is due for payment for each child already registered and will be credited to the school fees charges of the coming school year. The re-registration fee will not be reimbursed should the child not attend the

school in the coming school year. The fee may only be reimbursed in special cases, especially if the family leaves the Emirate Dubai. More information can be found in the KHDA" School Registration and Refund Policy".

If this fee is not paid, the child will be considered deregistered from the school at the end of the current school year. The re-registration fee is not subject to reminder procedures. The level of the re-registration fee can be found in the currently valid fee table.

7. School fees

School fees are due for payment for each child at the school according to the respective age group. If several children from one family attend the school or the Kindergarten, a discount on the school fee will be granted for the third (third eldest) and subsequent children. The level of the school fees for the individual age groups and the discount rate can be found in the currently valid fee table.

The school fees are due in 3 instalments.

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| 1st instalment | 40% of the school fee due 2 weeks before the 1st school day. The admission fee and re-enrolment fee will be deducted from this rate. |
| 2nd instalment | 30% of the school fee due on 01 January. |
| 3rd instalment | 30% of the school fee due on 01 April. |

In case of enrolment of a child in the course of a current school year, the school fees will be calculated on a pro-rata basis. The week of the first school day will be charged in full.

When enrolling a child during the school year, the school fees become due for payment for the rest of the term within two weeks of enrolment. In this case the level of the fees will be calculated pro-rata.

8. Supplementary Offers

The school offers additional services at its own discretion (e.g. German as a foreign language, work groups, afternoon programmes). The fees for these services become due for payment before use. The level of the fees for supplementary offers can be found in the currently valid fee table resp. will be announced before registration. Offers by external service providers conducted with the consent of the school on the premises or on the school site are not regulated in this schedule of fees.

9. Deposit for Books

The schoolbooks are made available by the education authorities free of charge. However, a security is to be given to the school by the parents/guardians in the form of a deposit (book deposit).

The deposit for books for school children becomes due for payment upon the initial enrolment and if applicable when changing to a higher level. This deposit will be fully reimbursed without interest after the pupil has been deregistered from the school if the borrowed books are returned in an impeccable condition. Otherwise the reimbursement will be reduced by the value of the book to be replaced.

The level of the deposit for books can be found in the currently valid fee table.

10. De-registrations

Deregistering a child from the Kindergarten or the school must be done in writing on the form provided.

If a school child or a Kindergarten child does not take up his or her place, in spite of being registered again, the child is considered deregistered from the first school day onwards. Admission, re-registration and school fees are not refundable in principle if the child choose not to take offered places or does not attend the school or kindergarten. The fee may only be reimbursed in special cases, especially if the family leaves the Emirate Dubai. More information can be found in the KHDA" School Registration and Refund Policy".

In the event of a refund, the school fees will be charged on a pro-rata basis. The week of the last day of school will be charged in full.

Deregistering the last child in a family simultaneously means leaving the School Association. A proportionate reimbursement of the membership contribution will thereby not be granted. Upon application, the guardians/parents can continue to remain in the School Association.

11. Other discounts and reductions

In individual cases payments instalment payments/deferments for school fees can be agreed. The school charges a percentage surcharge for instalment payers/ per deferment depending on the number of instalments. The level of the surcharges can be found in the currently valid fee table.

Upon request, the board of the School Association decides at its own discretion on hardship case discounts on school fees. The members must make an application for this and provide information on their financial situation. In these cases 70% of the school fees as per term become due for payment on the date specified in Point 7. Full tuition will continue to be subject to the Reminder and Payment Suspension Proceedings as per Point 13 until a decision is made.

12. Payment Options

The school accepts the following methods of payment to settle the individual fees:

- a) Transfer in AED onto the AED account of the DISD in Dubai
- b) AED cheque
- c) Cash payment in AED

In the case of cash or cheque payments, the opening hours of the pay desk at the school is to be observed. Deductions resp. a right of retention to parts or the whole fees are impermissible. Any kinds of reimbursement claims may only be asserted according to the principles included in the schedule of fees.

The school will charge a processing fee for each returned cheque (e.g. due to insufficient funds or through filling out the form incorrectly) according to the currently valid fee table.

13. Reminder and Payment Suspension Proceedings

The issued invoices must be correspondingly settled on the due dates. Two reminders will be sent for payment defaults beyond the fixed due dates. Fees will be charged according to the current schedule of fees.

The first reminder ("payment reminder") will be sent one week after the due date stated on the invoice. If the payment is still not made, the second reminder will follow after two weeks



respectively. In case of late payment, without a written agreement, after the 2nd reminder a surcharge for late payers will be charged according to the current fee table.

Should payment arrears continue to exist after the end of the school year, the children shall be considered deregistered and will not be permitted to attend lessons in the new school year. If applicable, paid re-enrolment fees will not be reimbursed in this case.

Furthermore, the school retains the right to keep back school reports and documents on leaving the school for as long as the payment arrears exist.

The school furthermore retains the right after the second reminder to take legal action against the person/s obliged to pay. This particularly also applies to returned cheques.

Implementation

This schedule of fees was put into effect by the board of the DISD as of 21st September 2021 and replaces the schedule of fees dated 01st January 2021.

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