

# School Fees Terms and Conditions



## Enrolment

A child can be registered on the school's waiting list by completion of a waiting list form and payment of a registration/waiting list fee of €90 which is non-refundable. Offers for places are normally made in the November preceding the year the child is due to start school. If you wish to accept the offer of a new place for your child in St. Kilian's, a deposit of €900 is payable. The deposit will be credited against the initial year's fee payments. The deposit is non-refundable if your child does not take up his/her place for the school year offered.

Fees levels for the forthcoming school year are announced in March.

## Invoicing and payment

Invoices are usually issued in May as part of the information pack for the forthcoming school year.

**Payment methods:** Fee payment options are as follows:

### 1. Immediate Payment

Payment by bank transfer (details on invoice):

- for the full school year, no later than 14th June
- per term, one third by: June 14th; October 14th and February 14th

### 2. Monthly instalment by direct debit – June to May

If you wish to join the scheme please e-mail [admin@kilians.com](mailto:admin@kilians.com) for a form which should be completed and sent back to the school. Where a direct debit payment is returned unpaid by the bank, the parents will be asked to pay the relevant amount directly to the school.

### 3. Late payments

To ensure the school can continue on a firm financial footing, the school will engage with late-paying parents for up to two months. Thereafter, the school may refer the matter to our solicitors. In addition, the school reserves the right to cancel a child's place during the course of the school year in the event of non-payment of school fees.

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**St. Kilian's**  
Deutsche Schule Dublin

## **Transition Year**

Where a student is registered in the school for transition year and attends the school for any part of that year, the full years' fees are payable. Except for school organised events, any absence during transition year must be approved by the principal.

In the event that parents wish to send their son/daughter abroad for Transition Year but wish to return for Class 11, full Transition Year fees are payable in order to secure their place in the school for the following school year.

## **Cancellation of places**

Cancellation of school places, in writing to the principal, must be received prior to 31<sup>st</sup> March, otherwise full fees are payable.

*As at 22<sup>nd</sup> March 2019*