

# FEES AND CHARGES



**HOUT BAY**  
INTERNATIONAL SCHOOL  
SOUTH AFRICA

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**With effect 1st January 2025**

	ANNUAL FEE	ANNUAL FEE 3.5% discount if paid by 31 <sup>st</sup> December 2024	TERMLY FEE 4 Terms (direct payment)	MONTHLY FEE 10 months Jan – Oct 2024 (2.5% surcharge) debit order only)
Nursery (meals included)	R63,296	R61,081	R15,824	R6,488
Early Years 1 (lunch included)	R81,955	R79,087	R20,489	R8,400
Early Years 2 (lunch included)	R83,061	R80,154	R20,765	R8,514
PYP 1 (lunch included)	R92,987	R89,733	R23,247	R9,531
PYP 2 (lunch included)	R97,321	R93,915	R24,330	R9,975
PYP 3 (lunch included)	R107,452	R103,691	R26,863	R11,014
PYP 4 (lunch included)	R122,859	R118,558	R30,715	R12,593
PYP 5 (lunch included)	R129,447	R124,917	R32,362	R13,268
PYP 6 (lunch included)	R131,451	R126,850	R32,863	R13,474
MYP 1 (lunch included)	R145,171	R140,090	R36,293	R14,880
MYP 2 (lunch included)	R150,222	R144,964	R37,556	R15,398
MYP 3 (lunch included)	R155,758	R150,306	R38,939	R15,965
MYP 4 (lunch included)	R169,419	R163,490	R42,355	R17,365
MYP 5 (lunch included)	R169,419	R163,490	R42,355	R17,365
DP 1 (lunch included)	R181,243	R174,900	R45,311	R18,577
DP 2 (lunch included)	R181,243	R174,900	R45,311	R18,577

## LUNCHES

Lunches are included for all students from Early Years 1 to DP 2. In addition, other foods and refreshments can be purchased through the Eat Fresh (Tap Tuck) App. Parents will receive the app link upon enrolment, and the weekly menu will be provided via the Ed-Admin Multi Portal App for easy ordering.

## NON-REFUNDABLE APPLICATION FEE: R800-00

This is payable on submission of an application form for a place at the School.

## NON-REFUNDABLE FOREIGN STUDENT LEVY: R800-00

This is payable by foreign students on submission of an application form for a place at the School and, on acceptance, billed as an annual levy of R800-00 for the administration of study visas.

## NON-REFUNDABLE PLACEMENT FEE: R12,500-00

This is a once-off, non-refundable payment per student made within 14 days after parents have been formally offered a place at the school in a Letter of Offer. It applies to all students enrolling from Early Years 1 to DP 2.

## REFUNDABLE FOREIGN STUDENT DEPOSIT: R30,000-00

Beginning January 1, 2025, foreign students will need to make this payment upon placement. This fee will be refunded when the student leaves our school. The deposit will not be required if the fees are paid in full for the year in advance.

## **ANNUAL RE-ENROLMENT FEE: R3,000-00**

Effective October 1, 2024, an annual re-enrolment fee of R3,000.00 will be invoiced. This fee, billed on October 1, 2024, will **be credited** toward the January 2025 tuition if the child returns to HBIS for the new school year.

## **TUITION FEES:**

Parents have a choice of the following payment options:

1. Annually: paid in full (in advance) into the school's bank account
  - By 31st December 2024 – at a discount of 3.5%
  - Failure to settle the fees by the 31<sup>st</sup> of December, will result in the annual discount not being applicable. The discount will be charged back onto the student account.
2. Termly Payments:
  - Payments are due quarterly on the first working day of January, April, July, and October 2025, either by direct payment or via PayGate.
  - If an account falls in arrears over 30 days a mandatory debit order will be required by the School. Also further terms and conditions apply as per enrolment contract.
3. Monthly Payments by Debit Order:
  - For Nursery to DP 2: Debit orders will be processed monthly over the first 10 (ten) calendar months, starting on January 1st and continuing on the first banking day of each subsequent month to October 1, 2025. If the 1st falls on a public holiday or weekend, the debit order will be processed on the next business day.
  - Debit orders are **mandatory** for all monthly payments.
4. Sibling Discounts: The eldest child is charged at the full fee rate. The second and third siblings each receive a 10% discount on their fees, while the fourth sibling receives a 30% discount.
5. A late payment penalty will be applied if tuition fees are not paid in full by the 7th of each month: R500.00 for monthly payers and R1,500.00 for termly payers. The penalty will be charged on the 8th of the month. If the account remains unsettled 30 days after the invoice date, the student will be suspended until all overdue balances are fully paid.
6. A R500.00 administrative fee will be applied to any debit orders returned due to insufficient funds or other issues.
7. A late enrolment penalty of R2,000.00 will be applied if the re-enrolment contract is not returned by the specified deadline. This penalty will take effect from October 2024.
8. Parents or guardians must provide written notice to the Principal at least one full school term in advance if they wish to withdraw a student. If notice is not given, a fee equivalent to one full term's tuition (at the applicable rate) will be charged in lieu of notice.

## **ADDITIONAL COSTS:**

The following costs are not included in the current School Fee Structure and remain the responsibility of Parents/Guardians:

1. School tours, camps, and excursions.
2. Extra-curricular activities, including those involving outside specialists and additional transportation, as well as personal sports equipment, clothing, and specific sporting requirements.
3. Personal stationery, including art, design, and drama supplies.
4. International Examination Costs: For DP students taking external International Baccalaureate (IB) examinations, additional fees set by the International Baccalaureate Organization (IBO) will apply. These fees vary based on the number of subjects, practical components, postage, administrative costs, and currency exchange rates at the time of the exams.
5. Technology: High School students are required to have their own laptop or MacBook, while PYP6 students must have access to a device during the year.
6. Textbooks/Set Works
  - High School Text books must be purchased before school commences, either online or via the School's text book supplier
  - Primary School consumable workbooks are ordered through the school - parents/guardians will be billed for these at the commencement of the year.

**BANK ACCOUNT DETAILS:**

Please note that Parents/Guardians are responsible for all payments to be paid to the school at all times. All payments are made payable to IES INTERNATIONAL HOUT BAY SCHOOL (PTY) LTD and can be made via EFT (Electronic Funds Transfer) or CREDIT CARD. The School's Banking Details are as follows:

Name of Account:	IES International Hout Bay School (Pty) Ltd
Bank:	First National Bank
Branch (Code):	Vineyard Road (204209)
Account number:	62396909180
Type of Account:	Current Account
Swift Code:	FIRNZAJJ (for International Transfers)
Reference:	Please use the child's full name at all times (Name & Surname)

**PAYMENT LINK OPTION:**

Parents/guardians can also opt to pay on the dedicated PayGate payment link. This option allows parents/guardians to pay with either debit or credit card. Parents/guardians can find the link on the statements/invoices, the Ed-Admin Multi Portal App & school website.