



Roztocká 9, Sedlec, 160 00 Praha 6, Czech Republic

Early Years T 245 005 095

Primary School T 224 325 183 / F 224 325 765

Junior High School T 224 315 336

Senior High School T 245 005 045

www.riversideschool.cz

## TUITION SCHEDULE 2017/2018

	Year (Grade)	Age on Sept. 1st 2017	Discounted Annual Fee	Termly Fee (3x)
Early Years Part Day	Nursery 3 Mornings	3	n/a	41 000 CZK
	Nursery 4 Mornings	3	n/a	55 000 CZK
	Nursery Half Day	3	194 000 CZK	68 000 CZK
	<i>Additional Nursery part day options are available upon request</i>			
Early Years Full Day	Nursery	3	254 000 CZK	89 000 CZK
	Reception	4	351 000 CZK	123 000 CZK
Primary	Years 1-2 (Kindergarten – Grade 1)	5 - 6	351 000 CZK	123 000 CZK
	Years 3-6 (Grades 2-5)	7 - 10	416 000 CZK	146 000 CZK
Junior High	Years 7-9 (Grades 6-8)	11 -13	428 000 CZK	150 000 CZK
Senior High	Years 10-11 ( Grades 9-10)	14-15	459 000 CZK	161 000 CZK
Senior High	Years 12-13 (Grades 11-12)	16 - 17	476 000 CZK	167 000 CZK
EAL	All	All Ages	48 000 CZK (Discount not applicable)	16 000 CZK

*Riverside offers a sibling discount of 3% for the second child, 6% for the third child and 10% for additional siblings.*

### Application Procedure

1. Attend a pre-admission interview with the Principal
2. Complete and sign the application form, including the medical release.
3. Submit reports or transcripts from the last school.
4. Pay the enrolment fee of 8 000 CZK and the deposit of 12 000 CZK
5. Pay the first term's tuition by July 1st, 2017.

### Admissions

A non-refundable enrolment fee of 8 000 CZK should be submitted with the application form. This sum covers administrative costs, assessment and pre-admission interviews.

To ensure a place for your son or daughter and to enable our forward planning to progress with some degree of certainty, a 12 000 CZK deposit is also required with the application.

## Payment of School Fees

School fees may be paid annually or Termly (three times each year), before the commencement of each term. A discount applies to those fees which are paid on an annual basis before July 1st. Tuition fees for mid-year enrolment during the first half of any term are charged at the full term rate. For entrance during the second half of any term, the fees will be pro-rated to half.

Riverside Administration assumes that students are committed for an entire school year unless an alternate arrangement has been previously agreed. To confirm this commitment, Riverside may, at times request an annual, non-refundable, payment of school fees.

Invoices will be sent out in June, December, and March. Payment of the fee is on receipt of invoice.

All payments received after the second full week of the school term will be surcharged at a rate of 2.0% per month, 24.0% per annum. Payments not received by the midterm break will result in the suspension of the student until the fee is paid. Parents should make known to school administration any difficulty they may have in making a prompt payment of the tuition fee.

## Reduced Tuition Scholarships

Applications for a reduction in tuition costs or financial assistance to attend Riverside School should be made in writing to the Director of Riverside School.

Sibling discounts do not apply to those students granted alternative financial assistance.

## Refunds and Deposits

Refunds of tuition and the return of the deposit will be granted if all accounts have been settled in full, all school property returned, and required notice one full term prior to departure has been given (for example: notice must be received by the last day of Term 2 if the student is not returning the following September). Refunds are also granted to those students refused admission. Deposits are not refundable in the case of application withdrawal.

Partial term's tuition cannot be refunded. Tuition fees which are paid annually are refundable on a pro-rated basis, based on the number of full terms left in the school year.

## Method of Payment

Tuition is denominated in Czech Crowns and may be paid by bank transfer in Czech Crowns, GB Pounds, Euros, or US Dollars. If tuition is paid in Pounds, Euros or Dollars, the amount will be determined by the Czech Crown exchange rate reported by Czech National Bank on the first day of the calendar month in which the payment is received.

Payments may also be made by credit card directly to the school office.

Tuition payments are required by the due date stated on the invoice.

## Direct Bank Transfers may be made to:

Československá Obchodní Banka a.s.  
Na Poříčí 24  
110 00 Praha 1

Account name: **Riverside o.p.s.**  
SWIFT/BIC: **CEKOCZPP**

Czech Crown A/c. No.:	576 542 363 / 0300	IBAN:	CZ55 0300 0000 0005 7654 2363
Euro A/c. No.:	183 151 257 / 0300	IBAN:	CZ68 0300 0000 0001 8315 1257
US Dollar A/c. No.:	179 301 347 / 0300	IBAN:	CZ13 0300 0000 0001 7930 1347
GB Pound A/c. No.:	576 542 443 / 0300	IBAN:	CZ29 0300 0000 0005 7654 2443

*The IBAN is the International Bank Account Number used within EU.*