



**Early Years School**, Chittussiho 45/14, 160 00 Praha 6 – Bubeneč | Telephone: +420 245 005 095  
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**Junior High School**, Milady Horákové 300/129, 160 00 Praha 6 – Hradčany | Telephone: +420 245 005 040  
**Senior High School**, Milady Horákové 116/109 – 3<sup>rd</sup> floor, 160 00 Praha 6 – Hradčany | Telephone: +420 245 005 045

www.riversideschool.cz

"Pojď sem synu, uč se moudrým býti." - Come here, son, and learn to be wise." J. A. Komenský (1592 - 1670)

## TUITION SCHEDULE 2024/2025

	Year (Grade)	Age on Sept. 1st 2024	Discounted Annual Fee	Termly Fee (3x)
Early Years*	Nursery Half Day	3	229 500 CZK	80 500 CZK
	Nursery Full Day	3	299 000 CZK	105 000 CZK
	Reception	4	359 000 CZK	126 000 CZK
Primary	Years 1-2 (Kindergarten – Grade 1)	5 – 6	466 000 CZK	163 500 CZK
	Years 3-6 (Grades 2-5)	7 – 10	551 000 CZK	193 500 CZK
Junior High	Years 7-9 (Grades 6-8)	11 – 13	571 500 CZK	200 500 CZK
Senior High	Years 10-11 (Grades 9-10)	14 – 15	617 000 CZK	216 500 CZK
	Years 12-13 (Grades 11-12)	16 – 17	641 000 CZK	225 000 CZK
EAL	All	All Ages	58 500 CZK (Discount not applicable)	19 500 CZK

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

*\* Additional Nursery part day options are available upon request*

### Application Procedure

1. Attend a pre-admission interview with the Principal.
2. Complete the online student application process through OpenApply.
3. Pay the enrolment fee of 10 000 CZK and the deposit of 12 000 CZK.
4. Pay the first term's tuition by 30<sup>th</sup> June 2024.

### Enrolment Fee and Deposit

A non-refundable enrolment fee of 10 000 CZK should be submitted with the student's application. This sum covers the administration of a new student.

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.

Enrolment Fees and Deposits are not refundable in the case of application withdrawal.



Accredited by the Council of British International Schools, the New England Association of Schools and Colleges and the Council of International Schools.  
 Riverside School is administered by the Riverside o.p.s., IČO 26203812  
 Banking Information: ČSOB, a.s., A/c 576542363/0300 (Kč), A/c 576542443/0300 (€)

## 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 30<sup>th</sup> June. Tuition fees for mid-year enrolment will be calculated based on the number of weeks remaining in the term. Partial weeks will be counted as full weeks.

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 due by the date stated on the invoice.

All payments received after the second full week of the school term will be surcharged at a rate of 1.0% per month, 12.0% per annum. Payments not received by the midterm break will result in the suspension of the student and the withholding of school records 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. Applications for scholarships must be submitted annually for review.

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

## Tuition Refunds and Return of 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.

Requests for the return of funds should be made in writing to the Business Office ([finance@riversideschool.cz](mailto:finance@riversideschool.cz)).

Enrolment Fees and 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, please contact the Business Office for the exchange rate which 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 in the school office.

### 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.*