



GENERAL TERMS & CONDITIONS

ACADEMIC YEAR 2022-23

REGISTRATION PROCESS:

Parents who wish to apply for a place for their child need to complete the Registration Forms (family form and student form).

For first time enrolment, a non-refundable, non-deferrable registration fee of CHF 2'000,- is payable for each child, upon reception of the registration fee invoice.

This will secure the place for the child. In addition, the General Terms and Conditions must be signed. The acceptance letter and final invoice will be sent to you upon reception of the registration fee.

FINANCIAL CONDITIONS:

The financial conditions which apply are the ones mentioned on the present document (*except for special cases such as payment plan or scholarships*). The acceptance letter confirms all agreements regarding tuition fees and is signed by Verbier International School on the one side and the student's parents or legal guardians on the other side.

No reduction will be made by the School in case of cancellation or non-respect of the General Terms and Conditions and the Code of Conduct by the student or by the person responsible for paying the tuition; or in case of any absences, withdrawal or dismissal of the student except as outlined below (Cancelled Enrolment and Withdrawals).

If the request for a study visa is refused by the authorities, the Verbier International School refunds all fees paid except for registration fees.

Conditions of Payment:

Bank transfers should be made to:

Verbier International School, UBS, 1936 Verbier

IBAN CH36 00264 264108 36701B

BIC/SWIFT UBSWCHZH80A

Clearing No 264

(Please make sure to indicate the student's name on the payment advice slip for the bank transaction).



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Tuition fees are payable by the following dates, using the references of the relevant invoice:

Financial commitment for the **Full Year students**:

Full payment for the Full Year 2022/23 must be paid by 31st December 2022, according to the below payment plan:

- 1st instalment 40%, 31st July 2022
- 2nd instalment 30%, 31st October 2022
- 3rd instalment 30%, 31st December 2022

Financial commitment for the **Winter Term students**:

Full payment for the Winter Term 2023 must be paid by 31st January 2023, according to the below payment plan:

- 1st instalment 50%, 30th September 2022
- 2nd instalment 50%, 31st January 2023

Financial commitment **for two terms** (Autumn & Winter or Winter & Summer):

Tuition fees for attending for the **Autumn & Winter** terms are 80% of the full year fee. Boarding fees are also 80% of the full year fee.

Full payment for the two terms must be paid by 31st January 2023, according to the below payment plan:

- 1st instalment 40%, 31st August 2022
- 2nd instalment 30%, 30th November 2022
- 3rd instalment 30%, 31st January 2023

Tuition fees for attending for the **Winter & Summer** terms are 80% of the full year fee. Boarding fees are also 80% of the full year fee.

Full payment for the two terms must be paid by 31st May 2023 according to the below payment plan:

- 1st instalment 40%, 31st January 2023
- 2nd instalment 30%, 31st March 2022
- 3rd instalment 30%, 31st May 2023

Late Payment Charge:

The School reserves the right to charge a late payment fee on each overdue instalment. This fee can amount to a maximum of 1.25% of the amount due per month of delay and will cover interest charges and administrative costs.

Failure to Pay Invoices:

VIS has the right to refuse entry to class and final examinations, and to withhold diplomas, reports and transcripts for students whose invoices are not settled on the due date.



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CANCELLED ENROLMENT AND WITHDRAWALS

Deadlines and Penalties:

All notifications must be made in writing with the exact departure date and should be sent by e-mail or by registered post to the Admissions office according to the below detailed deadlines.

Any started school term is entirely due. For example, a withdrawal scheduled in February and announced before September 30th will be invoiced for the entire 1st and 2nd terms.

Parents are responsible for meeting the deadline of the withdrawal period.

If leaving at the end of the Autumn Term (December 2022), the school must be notified in writing by August 10th, 2022.

If leaving at the end of the Winter Term (April 2023), the school must be notified in writing by December 10th, 2022.

If leaving at the end of Summer Term (June 2023), the school must be notified in writing by April 1st, 2023.

In case of a withdrawal before the start of the Winter Term the deadline would be October 15th, 2022. In such cases a full refund will be given for any tuition fees, meals and fixed charges paid upfront.

PAYMENT PLAN & SCHOLARSHIPS

To be allowed to obtain a payment plan or a scholarship the student must send an official written demand, which will be analysed by the management. The scholarship is studied on a case-by-case basis.

MEDICAL CARE & HEALTH INSURANCE

Students are required to have medical care and health insurance recognised by the Swiss authorities. A copy of the students' insurance must be enclosed with the registration forms. Students must also be insured for civil liability.

STUDENT PLACEMENT

Verbiere International School reserves the right to enrol and place the student in the program year according to their date of birth as outlined in the Year Level Placement Chart.



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FOR JUDICIAIRE

In case of a dispute related to the interpretation or the execution of legal obligation towards Verbiere International School, Swiss law and the exclusive competence of the Valais Cantonal Court apply.

REPRODUCTION RIGHT

Verbiere International School is authorised to use without royalties pictures, movies or other images of the students for a potential publication or diffusion.

Accepted and agreed by the student(s)'s parents or legal guardians.

Name, date & Signature:

Subject to change