



# Tuition and Fees Schedule for Priority Enrolment For Corporate and Consulate Partners<sup>1</sup> School Year 2022/2023

Early Years / 3 – 6 year olds		per Year
Tuition for Frankfurt citizens		<b>480.00 €</b>
Tuition for non-Frankfurt citizens (incl. Snack Fee)		<b>17,040.00 €</b>

Primary School Grades 1 to 5		per Year
Regular School Tuition		<b>17,400.00 €</b>

Secondary School Grades 6 to 10		per Year
Regular School Tuition		<b>20,508.00 €</b>

Secondary School Grades 11 and 12		per Year
School Tuition		<b>22,116.00 €</b>

Optional Fees		per Year
Lunch Fee		<b>1,296.00 €</b>
After School Care Fee		<b>1,872.00 €</b>
After School Club Fee (per year)		<b>198.00 €</b>

One Time Fees	one-time payment
Registration Fee	<b>1,200.00 €</b>
MSF Joining Fee	<b>5,100.00 €</b>

- 1) Consulate or Corporate families (i.e. families where at least one family member is employed by the respective Company or Consulate, such as a United States Agency, Ministry or other Government entity) – who wish to enrol their child/ren at Metropolitan School Frankfurt (MSF) are eligible for priority enrolment in the sense that MSF will grant them a place/places for their child/ren under the following conditions:



- (a) MSF has places available in the age-appropriate class/es for the child/ren. Age appropriate means according to the cut-off date policy of MSF as outlined on MSF website in the “Admissions” section
  - (b) The child/ren can benefit from the MSF programme i.e. they meet MSF’s academic entry requirements in line with the MSF curriculum standards.
  - (c) Completed application forms are submitted to the MSF admissions department by no later than 30<sup>th</sup> June for the following academic year starting in August. The school will make an effort to extend the 30<sup>th</sup> June deadline throughout the entire following school year.
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### **1. Registration Fee**

The Registration Fee is a one-time fee covering the cost of admitting, assessing and registering a child. It is due within two weeks after having received the acceptance letter.

### **2. Joining Fee**

The Joining Fee of 5,100 € is a one-time fee for Metropolitan School Frankfurt gGmbH’s (MSF or the School) enrollment of the child on the MSF student role as of the first day of school. This fee is payable within four weeks of having received the school contract. For students attending the School for 60 days or less only half of this fee is payable.

### **3. Early Years’ Tuition and Fees**

For children registered as Frankfurt citizens the Early Years Tuition is being paid to MSF by the City of Frankfurt, so the Parents’ fees are reduced by the amount of the applicable City of Frankfurt subsidy. Parents registered for the MSF Snack Programme pay a 40 € per month Snack Fee for a morning and afternoon fruit/vegetable snack.

The Early Years Tuition covers supervision and teaching services from 8:00 – 17:30 during Early Years School days according to the MSF Calendar. The MSF core programme runs from 8:30 - 15:30

### **4. Primary and Secondary School Tuition**

The Tuition covers the School Day which starts at 8:30 and finishes at 15:30 during school days according to the MSF School calendar.

### **5. Secondary School Tuition Grades 6 to 10**

The Tuition covers the School Day which starts at 8:25 and finishes at 15:30 during school days according to the MSF School Calendar.



## 6. Secondary School Tuition Grades 11 and 12

The Tuition covers the School Day which starts at 8:25 and finishes at 15:30 during school days according to the MSF School Calendar.

## 7. Late Enrolment and Early Termination

For late enrolment and early termination the "Late Enrolment and Early Termination" schedule below applies:

### Late Enrolment Payment Schedule

1 <sup>st</sup> day of school in	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
% of annual Tuition payable	100%	100%	95%	85%	75%	65%	55%	45%	35%	25%	15%

### Early Termination Payment Schedule

Termination effective on the last day of	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
% of annual Tuition payable	25%	40%	45%	50%	55%	65%	75%	85%	95%	100%	100%

For students leaving the School during the term of this contract there is a two month notice period effective as of the last day of the month (*zweimonatige Kündigungsfrist zum Monatsende*). The above table applies as of that effective termination date.

For students leaving at the end of the school year notice must be given by the 31<sup>st</sup> March prior to the end of the school year.

In case any notice is given between the 31<sup>st</sup> March and the 31<sup>st</sup> July, the Early Termination Table above applies plus 25% of the following school year's tuition as the school will have hired teachers for the new school year based upon the number of students registered for the following school year.

Any termination of a signed MSF school contract for a new student before the beginning of the new school year, results in a due payment of 25% of the following school year's tuition.

## 8. Other Costs

**School trips and excursions:** are charged separately. Starting in Grade 3 there are annual overnight school trips which enrich the overall educational programme. The cost varies depending on the length, venue and programme of the trip. Families who find it difficult to pay for these school trips should confidentially notify school management about their financial position in order to receive school funding for part or all of the relevant school trip cost.



**Afterschool Care:** is an optional supervision programme (“Hort”) for Grade 1 to Grade 6 students, allowing parents to have coverage from 8:00 – 17:30.

**Afterschool Clubs:** run from 15:40 – 16:40 and cover a wide variety of non-compulsory afterschool clubs offered to students in Grade 1 and above. Clubs may include team sports, choir, school band, homework club, yearbook club, chess club, MSF newspaper club and other activities.

**Lunch:** The daily served hot lunch is optional and can be ordered through the school office. The annual cost of lunches is divided by 12 and charged monthly by direct debit on the first day of each month. In case families want to cancel lunch, there is a 15 day notice period to the end of each month. After cancellation, there is a 3 month waiting period before it is possible to rejoin the lunch programme.

**Books:** MSF provides all school books for Early Years, Primary and Secondary School with the exception of Grades 11 and 12. For Grades 11 and 12 MSF will publish a book list and offer ordering services for the relevant books. If required, Grade 11 and 12 families may confidentially notify school management about their financial position in order to receive school funding for Grades 11 and 12 books.

**External Examination Fees:** The external cost of correcting the IGCSE and IB Diploma examinations by external examiners will be charged to the MSF parents separately by way of direct debit after the exams have been taken. The **IGCSE examination fees** for 2021 are 98.05 € per examination subject with the exception of Coordinated Science (double award) which will be charged at 196.10 €.

The **IB-Diploma examination fees** for 2021 are 135 € registration fee and 95 € fee per subject.

## 9. General Payment Procedures

All of the above Tuition and Fee payments are due on the first day of the relevant month. They are payable by direct debit from the parents’ Germany based bank account. The monthly tuition payments as well as the monthly school lunch and after school care payments are due in 12 equal monthly installments.

Tuition and Fees are also payable in full for those days the school has to be closed due to public authorities’ orders including orders coming from the Ministry of Education of Hessen, the Federal Government or the City of Frankfurt Schulamt or Stadtschulamt or Gesundheitsamt. There is no refund or tuition or fee discount for such closing days. The school will strive to provide online teaching services as appropriate.

Tuition and Fees schedule are subject to an annual adjustment that the school publishes by the 1<sup>st</sup> March for the following school year. The school year starts on 1<sup>st</sup> August and ends on 31<sup>st</sup> July for all three school divisions, Early Years, Primary School and Secondary School.