



**O.T.R. A.s.b.l.
International School**

ADMISSION REQUIREMENTS AND FEES STRUCTURE 2020/2021

PRE-SCHOOL

Pupils can attend the Pre-School from the age of 3 years (having had their third birthday before the 1st of September) and should begin their school life potty-trained.

GRADES 1 to 5

Pupils can attend Grade 1 from the age of 6 years.

GRADES 6 to 10

Pupils can attend Grade 6 from the age of 11 years (from Grade 6 implementation of MYP).

Applications for admission must be made by completing our registration form and submitting it together with **the following supporting documents to give at the school before the first day of school:**

- Copy of the family record book
- Completed medical form
- Copy of the vaccination record
- Medical certificate certifying that the child is fit for school
- Two passport photos
- Duly signed school regulation form
- Allergy/disease management instructions (in case of allergies or other diseases)
- Duly signed school contract
- School reports (last two years)
- Enrollment invoice paid
- **ONLY for NON-EU nationals***: Certification issued by the “Ministère de la Santé – Direction de la Santé” certifying that the child has undergone the mandatory medical examination

***ATTENTION:** The school will not be able to accept children without this document.

2020/2021 FEES STRUCTURE

The “Over The Rainbow” School is a fee-paying School, the amount of which is set each year by the Board of Directors. This fee is reviewed at the beginning of each school year and based on annual financial plan.

The School is an a.s.b.l (a non-profit organisation), an association that “does not undertake industrial or commercial operations and does not seek to provide its members with any material gain”. The rates have been calculated after taking into account the annual subsidy from the Luxembourg Ministry of National Education.

Our school fees structure varies essentially depending on pupil class and annual cost are:

Registration fee: € 300 (not refundable)

To be paid at 1st registration by each child newly enrolled.

Deposit: € 450

Invoiced at enrollment. It can be refunded after definitive leaving the school, subject to all outstanding invoices are settled and upon parents’ request.

Tuition fee:

	1 st child	starting from 2 nd child (10%)
- <u>Pre-School</u> (5 days per week from 8.15am to 3pm)	€ 9.550	€ 8.595
- <u>Grades 1-5</u> (5 days per week from 8.15am to 3pm)	€ 10.850	€ 9.765
- <u>Grades 6-10</u> (5 days per week from 8.15am to 3pm)	€ 12.350	€ 11.115

A prepayment of not refundable Tuition fees for EUR 1.000 (EUR 900 starting from 2nd child) will be invoiced at 1st registration or/and at re-enrollment.

Depending on the attended class, Tuition fee includes among others, a morning snack, educational materials, a book bag and a sport bag.

Stability Fund: € 1.000 (not refundable)

The Stability Fund is paid at the beginning of each school year for participation to the Stability Fund (in accordance with the advice of the Private Schools Controlling Commission dated October 10th, 2007), serves to provide the School with a financial reserve to deal with a negative situation that could not be foreseen at the time of approval of the financial planning.

Building Fund: no Building Fund is required for the school year 2020/2021

In accordance with the advice of the Private Schools Controlling Commission dated October 10th, 2007 OTR School may request Parents to participate to finance the School’s expenditure on building and equipment.

Resumed annual fees:

School fees year 2020/2021				
		Annual Tuition fees	Stability Fund	Registration & Deposit
1 st Child	MAT	9 550,00 €		Deposit* 450,00 € 1 st Registration 300,00 €
	G1-G5	10 850,00 €	1 000,00 €	
	G6-G10	12 350,00 €		
-10% 2 nd Child	MAT	8 595,00 €		
	G1-G5	9 765,00 €	900,00 €	
	G6-G10	11 115,00 €		
* Refundable after definitive leaving the school				

Calendar of payments:

		1 st Registration	Re-enrollment
1 st Child	Pre-paid Tuition fees	€ 1 000	€ 1 000
	Stability Fund	€ 1 000	€ 1 000
	Deposit	€ 450	-
	Registration	€ 300	-
-10% 2 nd Child	Pre-paid Tuition fees	€ 900	€ 900
	Stability Fund	€ 900	€ 900
	Deposit	€ 450	-
	Registration	€ 300	-

		Tuition fees			
		Already paid at enrollment /re-enrollment	Before 15/10/20	Before 15/01/21	Before 15/05/21
1 st Child	MAT	€ 1 000	€ 3 000	€ 3 000	€ 2 550
	G1-G5	€ 1 000	€ 3 500	€ 3 150	€ 3 200
	G6-G10	€ 1 000	€ 3 950	€ 3 700	€ 3 700
-10% 2 nd Child	MAT	€ 900	€ 2 145	€ 3 000	€ 2 550
	G1-G5	€ 900	€ 2 515	€ 3 150	€ 3 200
	G6-G10	€ 900	€ 2 815	€ 3 700	€ 3 700

At the parents' request, and at the sole discretion of the school, a monthly payment may be granted provided that a standing order is put in place for the 1st day of each month. The monthly payment will be stopped in the event of non-receipt of funds at the first due date.

Payment Methods

Upon registration, please indicate whom the invoices should be addressed to. Please notice that for invoices issued to a company or an enterprise a unique invoice will be sent at the beginning of the School year.

OTR Bank instructions :

Bank : Banque et Caisse d'Epargne de l'Etat
BIC code : BCEE LU LL
IBAN : LU33 0019 3555 8213 6000
Beneficiary : Over The Rainbow a.s.b.l.



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Copy to be submitted to the School

Luxembourg, ____/____/_____

FIRST NAME and FAMILY NAME of the CHILD _____

I, the undersigned, Mrs/Ms., _____ Mother or guardian of the child,
and

I, the undersigned, Mr. _____ Father or guardian of the child

Do certify having taken note of the School's admission requirements and fees structure 2020/21.

Signature/Signatures
(Conditions Read and Accepted)

(mother)

(father)