



## Fee schedule

### for the all-day elementary school of the English Institute

(valid for the school year 2026/27)

#### Parental contributions for elementary school and childcare

|                               |            |         |       |
|-------------------------------|------------|---------|-------|
| School fees <sup>1)</sup>     | Grades 1-4 | Monthly | € 180 |
| E.I. profile                  | Grades 1-4 | Monthly | € 370 |
| Daily meals <sup>2)</sup>     | Grades 1-4 | Monthly | € 120 |
| Early/late care <sup>3)</sup> |            | Monthly | € 180 |

<sup>1)</sup> The school fees include all-day operation from 7.45 a.m. to 4 p.m. from Monday to Friday.

<sup>2)</sup> The daily catering is obligatory due to the GTS concept and includes a balanced lunch, an afternoon snack and drinks. Meals not consumed cannot be refunded.

<sup>3)</sup> Early care from 7.00 - 7.45 a.m., late care from 4.00 - 5.30 p.m. from Monday to Friday, also possible on a daily basis (see conditions of early and late care contract).

#### Reduction in fees and reduction for siblings

We can offer to limit the compulsory contribution to a maximum of 5% of your net household income. For this we need information about your financial circumstances. We will of course treat this information confidentially. We grant families who register several children with us a sibling discount on the compulsory fees. Applications and additional information can be obtained from our office and on our homepage.

#### Donations

The social compatibility of the school is very important to us. We help families who can only partially afford the monthly parental contribution. This is financed from the school's own funds. If you would like to support us in financing contribution reductions by making a donation, we would be very grateful. With a donation, you can also make projects and special purchases possible, thereby enriching the range of opportunities available to our students.

Since 2025, we have established a preventive, donation-based safety concept at our school. You are also welcome to participate in this. You can contact us via the QR code on the right if you would like to support one of the above areas.

Any donation amount is welcome; a donation receipt will be issued.



#### Method of payment

Please note that parental contributions can only be paid monthly. This can preferably be done by issuing a direct debit authorization or by bank transfer. Parental contributions are generally due by the 5th of each month. There is no separate invoice for parental contributions. You can obtain a SEPA direct debit form from our office or download it from our homepage. Please note that the payment period always begins on August 1st and ends on July 31st of the following year, regardless of the school breaks and enrollment. Please refer to the school contract for further details.

#### School fee certificates

No automatic certificates are issued for the tax office in connection with school fees. If, in individual cases, the tax office or the employer of the person paying the parental contributions requires a certificate, you can still apply for one from the school office by submitting the relevant request. You will receive this digitally.

## **General information on the SEPA Core Direct Debit Scheme**

Following the creation of the Single Euro Payments Area (SEPA), we also use the Europe-wide SEPA Direct Debit Scheme for the collection of parental contributions. When you registered your child, you gave us a SEPA direct debit mandate, which is used as the basis for collecting the fees.

In order to keep administrative costs as low as possible, we do not issue invoices for the parental fees. The fees are collected by the 5th of each month. Due to vacations, the fees may be debited later.

The amount of the fees and therefore the amount of the direct debits can be found in the current fee schedule. You can obtain these from the secretary's office or on our homepage. Please note that if you are admitted at the beginning of the school year, the parental contributions are already due from August despite the summer vacation.

The direct debit mandate is identified by the mandate reference and our creditor identification number DE64ZZZ00000430079 and is stated on all direct debit collections.

The mandate reference is assigned individually for each student and will be communicated to you in the confirmation of admission or in an information letter at the end of the school year. If you have several children at our school, a separate mandate reference will be given for each child on the account statement and a separate direct debit will be made.

If the contributions are not debited from your own account, we would ask you to forward this information to the account holder.

If you have any questions about the SEPA Core Direct Debit Scheme, please contact us at [buchhaltung@englisches-institut.eu](mailto:buchhaltung@englisches-institut.eu).