

## 1. Terms of admission

The application form must be returned signed by the student's legal guardian accompanied by the proof of payment of the admission fee of CHF 350.- (*administrative admissions expenses*). The inscription is validated upon reception of the admission fees.

By signing the registration form or re-enrolment form, you accept these General Terms

In case of withdrawal prior to the start of the school year, the admission fee is not reimbursed.

## 2. Tuition and mandatory activities

To make our fees transparent, Ecole Blancpain establishes "all inclusive" fees. School material, mandatory activities and uniform are included in the annual school fees, except for special cases.

### School material

- Provided by school : Books (*to be returned by the end of the year school*), notebooks, photocopies, craft material
- Provided by parents
  - Preschool to 6 : an apron (*arts and craft*) and a pair of slippers
  - Grade 3 to 11 : 2 pencils 3F, a pencil sharpener, a 30cm ruler, a pen with blue ink cartridges, a rubber, a pair of scissors and a glue stick
  - Grade 7 to 11 : Geometry material – a geometry compass, a set square and a protractor

### Mandatory activities

This includes recreational, cultural and sporting outings. No refund is possible for non-participation.

- Provided by school : Transport, entrance ticket, ski pass, ski instructors.
- Provided by parents : Pocket money, picnic, rental equipment (*skis, snowshoes, ...*)

### Not-included in the tuition fees

The following is billed separately

- End of year trip for the grade 11
- Specific examination fees (*AVDEP, Cambridge*).

## 3. Billing

The invoicing of school fees is done on a monthly, quarterly or annual basis according to the following conditions. If nothing is specified in the registration form, billing will be made quarterly.

### Monthly

Invoices will be made in 10 instalments and payment must be made by the date noted on the invoice. 1<sup>st</sup> invoice due on the 15<sup>th</sup> of August.

### Quarterly

Payment is due on the 15<sup>th</sup> of August, 31<sup>st</sup> of December and 31<sup>st</sup> of March. These due dates must be strictly adhered to.

### Annually

A 2% discount calculated on the amount of the tuition is granted for an annual payment of the tuition paid no later than the 15<sup>th</sup> of August. Should the payment fail to be recorded by this date, Ecole Blancpain reserves the right to render the discount void and bill the service on a quarterly basis.

### 📌 In case of late payment

First reminder is free of charge. As of the second reminder a charge of CHF 50.- is added.

### 3. Re-enrolment

At the beginning of March, Ecole Blancpain informs the parents by letter that the re-enrolment for the new school year is open. By the 30<sup>th</sup> of March re-enrolment is completed.

It is important to respect this deadline, as in the case of late cancellation, the same conditions apply as with the withdrawal (see §4).

### 4. Withdrawal

#### Prior to the start of the school year

Any withdrawal must be communicated via registered letter, the date of the post stamp being evidence. A withdrawal prior to the start of the school year and after admission has been confirmed, the following expenses will be billed:

Withdrawal received before the 30 <sup>th</sup> of March	No charges
Withdrawal received between the 1 <sup>st</sup> May and 30 <sup>th</sup> June	1 month of tuition is due
Withdrawal received between the 1 <sup>st</sup> July and the 1 <sup>st</sup> day of school	2 months of tuition are due

#### During the school year

Any withdrawal from Ecole Blancpain during the school year must be reported with two months' notice for the end of the quarterly billing.

At the latest by 31 <sup>st</sup> October	For the end of the 1 <sup>st</sup> billing trimester (December 31 <sup>st</sup> )
At the latest by 31 <sup>st</sup> January	For the end of the 2 <sup>nd</sup> billing trimester (March 31 <sup>st</sup> )

In the event of a pupil being expelled from Ecole Blancpain, only the current billing month is due.

#### Modification of tuition fees

To be valid, every change made by the parents should be made in writing (letter or email). The change comes into effect at the beginning of the next term.

### 5. Administrative rules

Any damage caused by pupils is the sole responsibility of the parents/legal guardian.

These General Terms are valid as of the 1<sup>st</sup> of April 2020 and cancel/replace all previous General Terms.

### 6. Applicable law and jurisdiction

Swiss legislation is solely applicable to all matters arising from these General Terms.

Only the French version of the General Conditions is legally binding.

The place of legal jurisdiction is La Tour-de-Peilz, Switzerland.