



# Brasília International School

## 2018-2019 Tuition & Fees

### **Application Fee**

R\$500 per student

This **non-refundable fee** must accommodate all new student applications submitted for approval. The fee covers all required academic testing, evaluations, and consultations. Applications will only be considered after receipt of this fee. The fee reserves the student(s) seat for the upcoming school year if approved. The fee can be paid directly to the School Office or deposited into the school's bank account.

### **Administration Fee**

R\$750 per student

This **annual and non-refundable fee** applies to all students from ELC 3 - 12<sup>th</sup> grade. The fee must accommodate all new and re-enrollment applications submitted for approval. The fee covers basic classroom bulk materials outside of the student supply list and offsets the school lunch program. The fee can be paid directly to the School Office or deposited into the school's bank account. *\*All **returning** students who are re-enrolled before the designated re-enrollment deadline may receive a R\$300 per child discount on the Administration Fee.*

## Tuition

The **TWELVE (12)** month tuition billing cycle runs from August 10<sup>th</sup> through July 10<sup>th</sup>. These amounts do not include any outstanding School Development Fund amounts.

<b>2018-2019 Monthly Tuition Rate</b>	
Early Learning Center (ELC) Age 3	R\$3,955
Early Learning Center (ELC) Age 4	R\$3,955
Kindergarten - 5th Grade	R\$5,055
6th - 12th Grade	R\$5,750

*\*All Fees Based on 12 Month Billing (Aug-July)*

### **Early Learning Center (ELC)**

- All students who enter the ELC (Age 3) program will be enrolled with a half day schedule to dismiss at 11:45. These students will be evaluated by the teacher and Academic Principal up to one academic quarter to determine if the student is prepared for a full day schedule.

### **Online Courses:**

- All students are eligible to enroll (upon approval) in one online course for grades 6-12 through NorthStar Academy (NSA) at no additional cost. This is limited one per student while enrolled at BIS. NSA is a fully accredited online school based in the United States, which allows students to choose from nearly 200 core and elective courses including 18 Advance Placement© (AP) courses.
- Students who require additional online courses will be charged for these courses based on the current NSA fee schedule.
- All students (9-12) are required to take one online course as part of graduation requirements.
- All families will be charged applicable fees if a student withdraws, requires an extension to complete the course, or is not achieving satisfactory academic progress or has a failing grade in an online course.

## Payment Methods

BIS partners with ITAU Banking Service to coordinate the billing and payments of all tuition and fees. At the beginning of each school year (or at the time of enrollment) an ITAU payment booklet will be issued to each family/corporation. This booklet contains applicable payment slips for the current school year. You may issue payments at any bank location up to the due dates. However, any payments made after the due date must be presented at an ITAU bank branch. Payments **are not** accepted at the School Office.

## Late Fees

Late Fees are charged by the bank at the time of payment for any past due amounts. These fees account for 10% of the total in accordance with each invoice (boleto) being presented for payment. **Late Fees will not be altered or waved by the school.** This includes any delays for those waiting on educational funding to process or arrive. If a payment passes the current billing month in which it's due, an additional 3% of the total amount past due may be charged each month. This is in

accordance with the outstanding balance. **Any payments that exceed 60 days past due will be submitted to local collections agency with the responsible party's CPF number / CNPJ .**

### **Early Withdrawal Fee**

All families that withdraw a student at any point throughout the school year (mandatory or voluntary) are subject to an early withdrawal penalty. This fee equates to one month's tuition and is paid at the time of withdrawal. Any family that withdraws prior to April 10 will be subject to the early withdrawal fee. **Thereafter, May through July payments are required as established in the billing policy.** (See *Tuition* section).

### **School Development Fund (SDF)**

The non-refundable SDF is an obligatory contribution implemented to ensure the future expansion and growth of school programs. **The SDF is due upon enrollment for all students (Kindergarten through 12<sup>th</sup> grade).** There are payment options available for applicable families. Children enrolled in the ELC (Early Learning Center) within the 3 and 4 year program are not required to pay this fee until the child begins Kindergarten.

The following payment options are based on whether a family does or does NOT receive educational allowances, assistance, funding, and/or reimbursement from their employer. Proper documentation may be requested for approval of options #3 and #4. Each option is based on the school's standard billing cycle and will be billed with monthly tuition.

Please select your payment plan carefully based on the following options. **Keep in mind, the SDF is due in FULL if a student withdrawals, transfers, or defaults in any way their designated financial obligations.**

<b>Option</b>	<b>Repayment Terms</b>	<b>Monthly Amount</b>
<i>10% Discount</i>	<i>1 Payment (Time of Enrollment)</i>	<i>R\$29,160 Paid in Full</i>
<b>#1</b>	12 Payments	<b>R\$2,700</b>
<b>#2</b>	24 Payments	<b>R\$1,460</b>
<b>#3</b>	36 Payments	<b>R\$1,030</b>
<b>#4</b>	48 Payments	<b>R\$825</b>

### **Intensive Education Services (IES)**

#### ***Direct Instruction***

The student receives special education services or pullout instruction from a qualified teacher. The fee will be set up on a monthly amount and added to the monthly tuition amount paid by the student. If billing has already been established by the school then a separate boleto (payment slip) will be issued to the family to be paid at the bank with regular tuition payments. The cost of the program is outlined below. **Any additional professional services required for the student, including Online Therapy services, will be billed separately from the costs below.**

<b>Option</b>	<b>Schedule</b>	<b>Annual Fee</b>	<b>Monthly Payment</b>
#1	11+ Sessions Per Week	R\$46,800	R\$3,900
#2	6-10 Sessions Per Week	R\$23,400	R\$1,950
#3	3-5 Sessions Per Week	R\$12,000	R\$1,000
#4	1-2 Sessions Per Week	R\$6,000	R\$500

## *Paraprofessional*

The student receives assistance from a paraprofessional under the supervision of the classroom teacher and/or special education supervisor. The fee will be set up on a monthly amount added to the monthly tuition amount paid by the student. If billing has already been established for the school then a separate boleto (payment slip) will be issued to the family to be paid at the bank with regular tuition payments. The cost of the program is outlined below. **Any additional professional services required for the student, including PresenceLearning services, will be billed separately from the costs below.**

Option	Schedule	Annual Fee	Monthly Payment
#1	5-7 Hours Per Day	R\$43,200	R\$3,600
#2	3-4 Hours Per Day	R\$28,800	R\$2,400
#3	1-2 Hours Per Day	R\$14,400	R\$1,200

## **English Language Development (ELD)**

Students whose primary language is not English may be required to enroll in English as a Second Language (ESL) classes to help improve their English proficiency utilizing our English Language Development (ELD) program. ESL classes are in addition to the regular curriculum and therefore an ESL fee will be charged for these additional classes. The fee will be set up on a monthly amount added to the monthly tuition amount paid by the student. If billing has already been established for the school then a separate boleto (payment slip) will be issued to the family to be paid at the bank with regular tuition payments. The cost of the program is outlined below.

Option	Schedule	Annual Fee	Monthly Payment
#1	11+ Sessions Per Week	R\$23,400	R\$1,950
#2	6-10 Sessions Per Week	R\$12,000	R\$1,000
#3	3-5 Sessions Per Week	R\$6,000	R\$500
#4	1-2 Sessions Per Week	R\$3,000	R\$250

## **ADDITIONAL FEES**

The following are additional fees (but not limited to) that students may be subject to throughout the school year. These fees are subject to change if deemed necessary.

Item	Description	Cost
After School Tutoring	Various Subjects	R\$75 per Hour
Athletic Uniforms	Various Sports	Price Varies- TBA
Car Tag Replacement	Beyond the original two issued	R\$40 per tag
Graphing Calculators	Special Order for Math courses	R\$350 each
School Uniforms	Purchased via uniform store	Price Varies
Student Clubs (HS)	After school clubs	R\$100 per student
Specialty Clubs	Professional clubs	Price Varies
Team Sports	Athletic Program	Price Varies
Student ID	Issued to Student	R\$50 per card
Uniform Violation	Students Uniform Policy	R\$25 per occurrence
Tardy Violation	Unexcused Tardy Policy	R\$60 per occurrence
Technology Fee	Chromebook Replacement (Damage/Loss)	R\$2,000 per laptop

Vandalization Fee	Replacement/Repair of School Property	Price Varies
Transcript Request	Unofficial Transcript (Digital/Unsealed)	R\$50 per request
Transcript Request	Official Transcript (Includes Shipping)	R\$200 per request
Dismissal Violation	Dismissal Policy	R\$60 per occurrence
Lunch/Materials Fee	Annual Lunch/Materials Fee	R\$650 per student
Lunch Fee 13+	Lunch fee for visitors over 12 years old	R\$20 per person
Lunch Fee 3-12	Lunch fee for visitors 3-12 years old	R\$15 per person
Yearbook	Purchase annual school yearbook	R\$150 per book
Contract Late Fee	Late submission of a signed contract	10% of family's tuition

## **CONTACT INFORMATION**

### **School Administration**

School Director/Head of School - Pete Simano - [psimano@biseagles.com](mailto:psimano@biseagles.com)

Principal - Ava Taylor - [ataylor@biseagles.com](mailto:ataylor@biseagles.com)

Government Liaison / Human Resources Director - Daniel Lopes - [dlopes@biseagles.com](mailto:dlopes@biseagles.com)

Executive Assistant / Parent Liaison - Marney Krukalis - [mkrukalis@biseagles.com](mailto:mkrukalis@biseagles.com)

Business Manager - Cody Calcaterra - [ccalcaterra@biseagles.com](mailto:ccalcaterra@biseagles.com)

Assistant Principal - Rachel Carpenter - [rcarpenter@biseagles.com](mailto:rcarpenter@biseagles.com)

### **Admissions/Enrollment**

Office of Admissions: [admissions@biseagles.com](mailto:admissions@biseagles.com) / [mschulz@biseagles.com](mailto:mschulz@biseagles.com)

### **Online Resources**

School Website: [www.brasiliainternationalschool.com](http://www.brasiliainternationalschool.com)

School Facebook Page: [www.facebook.com/brasiliainternationalschool](http://www.facebook.com/brasiliainternationalschool)

### **Parent Involvement/Volunteer Services**

Parents Assisting Others (PAO): [pao@biseagles.com](mailto:pao@biseagles.com)

School Yearbook/Newspaper Staff: [yearbook@biseagles.com](mailto:yearbook@biseagles.com)

Library Services: [aneris@biseagles.com](mailto:aneris@biseagles.com)

### **School Phone Numbers**

+55 61 3346-1500

+55 61 99279-9213