



Standard Terms and Conditions 2026–2027

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1. Standard Terms & Conditions – General

The Standard Terms and Conditions are established to support continuity of education and care and to enable the school to plan effectively. All parents, upon applying for International School Utrecht (ISU) are required to sign that they have read, understood and agreed with the Standard Terms and Conditions.

School fees are updated annually for the following academic year, taking into account, amongst other considerations, indexation. In addition, the school reserves the right to further adjust the school fees to accommodate changes in state funding.

2. Financial obligations upon enrolment 2026–2027

2.1. School fees primary students

School fee	KG1–Grade 5
Total school fee existing students	5110
Application fee new students	250
Enrolment fee/ Deposit new student	750
Total Invoice new students	6110

All stated amounts are in euros €

2.2. School fees secondary students

International Baccalaureate Programme	IB MYP Grade 6–10	IB DP Grade 11	IB DP Grade 12
School fee existing students	6410	7370	7370
DP examination fee	N/A	N/A	800
Application fee new students	250	250	N/A
Enrolment fee and deposit new students	750	750	N/A
School fee new students including enrolment fee/deposit/examination fee	7410	8370	8170

All stated amounts are in euros €

2.3. Fees – new students

- Application fee. For new students, ISU charges a non-refundable application fee. This €250 fee is part of the application procedure.
- Enrolment fee. To secure enrolment for your child, the enrolment fee of €750 must be paid in advance. This payment serves as your formal acceptance of the place offered and serves as your deposit once your child has started school. It is important to note that the enrolment fee is non-refundable should you decide not to proceed with the accepted place.

2.4. What does the fee include?

The school fee covers all educational costs including whole grade level daily field trips and activities.

2.5. What does the fee exclude?

The fee excludes additional charges for external tuition, overnight residential excursions, School Supported Self-Taught language (SSST) tuition and materials, after school clubs, home language lessons, Pamoja, and MYP e-Assessments.

3. MYP e-Assessment

External moderation in Grade 10 of the Middle Years Programme (MYP) is done via the e-Assessments. At ISU, we require two components: the Personal Project and the Interdisciplinary Assessment (for students that have been in the IB system for at least 2 years). After consultation and agreement with the MYP coordinator, students are encouraged to register for further externally moderated subjects leading either to the award of MYP courses or the full internationally recognised MYP Certificate. Invoices are sent later in the academic year.

e-Assessment	Amount
Partial e-Assessment (course)	65 per subject
Personal Project and Interdisciplinary Assessment	130
e-Assessment certificate (8 components)	455

All stated amounts are in euros €

4. Laptop

All students from grade 6 upwards are expected to have an Apple MacBook for educational purposes. Students are expected to purchase their laptop before joining the school. Details on purchasing a laptop can be found on the school fees page on our website.

5. Finance form & methods of payment

The finance form needs completing by all enrolling and re-enrolling families. There are 4 payment options:

- Full payment by direct debit
- Payment by direct debit in instalments
- Manual payment by parent within 14 days of the invoice date
- Manual payment by company within 14 days of the invoice date

Please note, parents have the final responsibility for the school fee payment regardless of any commitment from the employer to pay the fee.

5.1. Instalments

Payment by instalments is only an option for students starting school at the beginning of the academic year. Please note there is an administration charge of €10 for payment by instalment. Full fee settlement to be made by December 2026

Direct debit instalments:

- 25% by end of Sept
- 25% by end of Oct
- 25% by end of Nov
- 25% by end of Dec

5.2. Payment by direct debit

In all direct debit transactions, the following creditor ID will appear on your bank statement:

- Primary student invoices NL28ZZZ301893950000. Stichting Openbaar Primair Onderwijs Utrecht – for primary grades KG – grade 5
- Secondary student invoices NL16ZZZ301996040000 Nuovo inzake ISU – for secondary grades 6-12

5.3. Bank details – primary Grades KG – grade 5

IBAN: NL28RABO0182469549 BIC: RABONL2U, account name Stichting Openbaar Primair Onderwijs Utrecht
Bank address: Rabobank Utrecht, Beneluxlaan 31-33, 3526 KK Utrecht
All payments should clearly display the invoice number and the student's full name.

5.4. Bank details – secondary grades 6-12

IBAN: NL04RABO0356552195 BIC: RABONL2U, account name NUOVO inz ISU

Bank address: Rabobank Utrecht, Beneluxlaan 31-33, 3526 KK Utrecht
All payments should clearly display the invoice number and the student's full name.

5.5. Non-payment

Should the direct debit fail, the direct debit agreement could be terminated unilaterally. Outstanding debts will be transferred to a debt collection agency. Any non-payment of fees will be transferred to the external debt collector and all costs charged to the parent/legal guardian. ISU may then refer the student(s) concerned to the national educational system.

6. Re-enrolment

The re-enrolment for the following year is an annual procedure for existing families, and it takes place in April and May. Re-enrolment is only finalised once all forms are submitted (finance, consent, and grade 6 eligibility forms).

7. School fee reduction

- A. Students arriving after the beginning of the year are given a reduced rate on the school fee in accordance with the table below.

Amount of the fee to be paid	Start date
Full amount	August, September
90%	October
80%	November
70%	December
60%	January
50%	February
40%	March
30%	April
20%	May, June

- B. Families with 3 or more children attending ISU are given a 30% reduction on school fees starting from the third child and for each additional child thereafter.

8. Leaving the school

8.1. Leaving during the year

All departing families are asked to complete and return a leaving form. School property must be returned. 50% of the total school fee is non-refundable for students leaving.

Month of departure	Refund
August-December	50%
January	40%
February	30%
March	20%
April	10%
May-July	N/A

8.2. Deposit return

On departure, if the following steps are followed, the deposit will be returned.

- The leaving form is submitted 30 days prior to the last day your child is in school (excluding holidays)
- School property is returned
- All financial obligations are fulfilled

Please note:

Families who re-enrol and then change their minds after 31 May are no longer eligible for the return of the deposit.

8.3. De-registering from the municipality

The municipality attendance officer is responsible for student attendance. This continues for as long as the family is registered in the municipality. All families leaving the school are reminded that they should de-register (uitschrijven) from their local municipality (gemeente). Any family not doing so remains the responsibility of the attendance officer (leerplichtambtenaar) who is responsible for the (continuity of) education of all children registered in their municipality. Families leaving the school but wishing to remain registered in the municipality, must apply to the attendance officer to request an exemption (vrijstelling).

For further guidance please contact:

- primary.administration@isutrecht.nl OR
- secondary.administration@isutrecht.nl