STUDENT FEES

LOCAL and CARICOM Student Status - Student has permanent resident status for Saint Lucia or CARICOM country.

REGISTRATION FEE - Local, CARICOM and International Applicants - XCD$270 or US$100
The registration fee is payable upon submitting an application and is a non- refundable, per student contribution. This fee ensures the processing of the application for admission of a new student or of a student returning after an absence from ISSL of one year or longer. ISSL accepts students all year round pending space availability and registration acceptance. To better guarantee acceptance into ISSL for the following school year we recommend interested applicants register before 15th April.

ENTRANCE FEE - Local and CARICOM Students - XCD$2,700; International Students - US$2,000
The entrance fee is a non-refundable, one time, per student contribution. Payable upon admission to ISSL. Students who are accepted for admission are entered into the school immediately, if a place is available. An offer of admission must be taken up within 21 days by the payment of XCD$2,700 or US$1,000 towards the Entrance Fee. This amount is non-refundable. If the student is not coming immediately, the payment must be paid in order to keep the place for the student. This payment is applied to the Entrance Fee Invoice as a payment against it. Admission will not be complete or guaranteed until all documents are complete and this payment has been made. This fee is a general investment made by all students to ISSL, non dependent of period of enrolment, to enable ISSL to maintain teacher qualification requirements as set out by the Ontario and New Brunswick systems for which there is a significant above country average cost.

TUITION FEE
Local Students - All Grades XCD$16 000 (for Grade 11 and 12 please also refer to the New Brunswick Registration and Course Fees).
International Students - All Grades*** XCD$24 300 or US$9,000 (for Grade 11 and 12 please also refer to the New Brunswick Registration and Course Fees).

TUITION FEE PAYMENT OPTIONS

- Option 1: Early Bird Special - Payment of a lump sum tuition fee per student paid in full, before May 15th, for the upcoming school year. A discount of 10% will be applied.

- Option 2: Lump Sum Special - Payment of a lump sum tuition fee per student paid in full, before June 15th, for the upcoming school year. A discount of 3% will be applied.

- Option 3: Lump Sum Payment - Payment of a lump sum tuition fee per student paid in full, before August 15th, for the upcoming school year.

- Option 4: Semester Payment - Payment of two (2) equal instalment tuition fees per student paid in full, due before the following dates:

1st Semester – August 15th of the current school year.
2nd Semester – December 15th of the current school year.

- Option 5: Monthly Payment - Payment of ten (10) equal monthly instalment tuition fees per student payable before the 15th of the month from August through to May for the school year before the 15th of the month. A 3% fee applies to this option.

TUITION DISCOUNT FOR SIBLINGS
Full tuition for the first child is based upon the child in the highest grade level.
A 10% reduction is provided for the second child.
A 15% reduction is provided for the third child.
A 20% reduction is provided for the forth child.

TUITION DISCOUNT FOR STAFF: 20%

Other Tuition Fee Details:
Students entering ISSL after the school year has started will be invoiced for tuition as follows:

- Entrance on or before the 15th of November 100 %
- Entrance after the 15th of November to the 31st January 80 %
- Entrance after 31st January to the 15th April 60 %
- Entrance after 15th April to the end of the semester 40 %

NEW BRUNSWICK REGISTRATION FEE
Local, CARICOM and International Students - XCD$540/US$200
This is a onetime non-refundable fee due upon entry to Grade 11 or Grade 12. These fees are non refundable as they are paid by ISSL to New Brunswick.

NEW BRUNSWICK ONLINE COURSE FEE
Local, CARICOM and International Students - XCD$378/US$140 per course
Grade 11 and 12 students are required to take five (5) New Brunswick online courses per semester. These are payable on or before the 15th of August for the first semester; and on or before the 15th of December for the second semester. These fees are non refundable as they are paid by ISSL to New Brunswick.

Payment:
All payments are to be made by Bank Draft, Personal Cheque, or Wire Transfer. Wire Transfer Instructions are obtained from the Reception Office. International School Saint Lucia has a NO CASH POLICY. Kindly note that CASH PAYMENTS WILL NOT BE ACCEPTED AT ISSL. All cash payments must be made directly into the International School's account at BANK OF ST.LUCIA - account # 511116917. Please ensure that the deposit slip is completed in TRIPLICATE and that the student(s) name(s) is included on the slip to the top as a reference, so as to allow us to identify your funds. Please have the bank stamp all three slips; one will be retained by the bank, one must be delivered to the school and the final copy remains with you for your record. Please ensure this is adhered to. Once payment has been made, urgently deliver the slip to the school or scan and email to reception@intschoolstlucia.org in order to have your account updated.

Payment of Incidental Fees:
Payment for additional tuition, uniforms, clubs, cafeteria, and other incidental charges are due on the 1st day of the following month.

Late Payment of Fees:
Please note that fees must be paid before the first day of school. Your child will not be allowed to attend classes until the semester or semesters have been paid or a signed arrangement for semester or monthly instalments have been completed.Families of students with outstanding accounts exceeding 60 days will be informed by notice that if payment is not received within 7 days that the student will not be permitted to attend class. In addition, in any situation where a late payment has exceeded 60 days, it will be up to the discretion of the school administration as to whether or not the student will be readmitted to the school following the receipt of the overdue payment. In addition, students with outstanding accounts at the end of a tuition period will not be allowed to enrol for the subsequent tuition period at ISSL. If any payment remains due on a students account, no transcripts, transfers, or other records will be released until payment in full. If payments of any outstanding fees are unpaid for 120 days, the school may refer the matter over to the school's legal council to pursue collection. All costs related to this (including all legal fees and disbursements whether or not a legal proceeding is commenced) will become the responsibility of the family, and will be added to their bill.

Refund of Fees:
Refunds will not be given in the event the school is closed due to catastrophic events and/or any circumstances resulting in interruption of business. Should such an event occur, the school reserves the right to retain 100% of tuition invoiced and/or paid as of the date of such event. No refund of school application fees or charges in part or in whole shall be granted except in the case where admission is not granted to ISSL. Refunds for students who leave early will be based on the following and must be applied for in writing within 30 days of the written notice to withdraw:
Refund of Tuition Fee only
Departure on or before the 15th November - 25%
Departure on or before the 31st January - 15%
Departure after the 31st January - 0%

Updated May, 2014.