



John F. Kennedy International School
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2011/2012 TERMS AND CONDITIONS OF ENROLMENT

REGISTRATION

The John F. Kennedy International School accepts children of all nationalities between the ages of 5 and 14 years, who wish to pursue an English-language education. Candidates for admission must be in good health and able to participate fully in the school's academic programs, sports and activities.

APPLICATION PROCEDURES

1. Complete and sign the "Application Form" and "Student Medical Information"
2. Provide academic records covering the past two years, including the results of any standardized testing completed.
3. Forward a letter of reference from the applicant's teacher or principal outlining the child's current school program and strengths and weaknesses, both academic and social.
4. A personal interview with parents and child at the Kennedy School is highly recommended.
5. 8 recent passport photos must be sent with the application form.

REGISTRATION DEPOSIT

No application fee is required. If, however, a student is accepted, enrolment becomes definite only after an 'extras' deposit of **CHF 5,000 for boarders and CHF 1,000 for day students** is received by the school. This deposit will be credited to the student's account with the school and applied to personal and variable expenses, i.e. 'extras'. This deposit is not refundable. **One half of the annual school fees is payable by July 1st, 2011.**

2011/2012 SCHOOL FEES

Boarding Students: CHF 54,000 per school year

Fees include full room and board, tuition, use of school text books and supplies, use of school library and computer network, supervision and counselling, swimming lessons, excursions, ski school in winter, laundry and resident permit.

Day Students: CHF 32,000 per school year

Fees include full tuition from Monday to Friday, lunches, use of school textbooks and supplies, use of school library and computer network, supervision and counselling during school hours, swimming lessons, school excursions, ski school in winter and resident permit.

Extra Expenses Not Included in the Fees

school uniform, personal clothing, sports equipment, season ski pass, travel to and from school including special escorts and booking fees, all personal items such as pocket money, weekend activities for boarders, e.g. films, concerts, sports events, special weekend activities for boarders, spring term school overnight trips, medicines, health and accident insurance, holiday arrangements, extra tutoring, learning support including remedial or English-as-a-second-language lessons during class time, optional activities such as tennis, horse riding and dancing, private language lessons,

Please note that school uniform and the winter ski program are compulsory for all students.

Student personal expenses will be accounted for at the end of each term. When statements are sent, student accounts must be replenished to maintain a credit balance of CHF 5,000 for boarders and CHF 1,000 for day students at the beginning of each of the three terms.

INSURANCE

It is obliged by Swiss law that students who are registered as residents of Switzerland have Swiss health and accident insurance coverage. Full-time students, i.e. those registered for a full school year, must therefore select one of the insurance options offered by the school or show proof that they have full medical insurance coverage valid in Switzerland.

STUDENT CONDUCT:

Students are obliged to follow the rules and procedures that have been established for the safe and orderly operation of the school. Failure to do so will result in disciplinary action, usually in the form of the withdrawal of privileges. Further, the school reserves the right to dismiss at any time a student who has proven to be an unsatisfactory member of the school community. The first responsibility of each Kennedy School student is to complete all school programs, academic, athletic and extra-curricular, to the best of his or her ability and to an acceptable standard. In addition, students are expected to assist in caring for school property and equipment, and to have a high regard for the rights and property of others. Any student unable to maintain an appropriate standard of conduct or who is consistently out of sympathy with the ideals and objectives of the program will be asked to withdraw.

WITHDRAWAL

It is understood that, unless otherwise agreed to by the school, enrolment shall be for one school year and entails a financial responsibility extending to the end of the academic year. There will be no reduction or refund of fees in the event of a child's withdrawal, dismissal or temporary absence.

PAYMENTS

Payments must be paid in **Swiss Francs (CHF)** to the following account:

Account:	John F. Kennedy International School AG CH-3792 Saanen, Switzerland
Acct. No.	228986-61 - Credit Suisse, Paradeplatz 8, CH-8070 Zürich
Swift No.	CRESCHZZ80A Clearing No. 4835
IBAN:	CH34 0483 5022 8986 6100 0

The name of the child should be indicated on the bank transfer.

Please note that the school fees are payable in two equal instalments:

1st instalment on July 1st, 2011

2nd instalment on Jan. 1st, 2012