



Matija Gubec International School  
Davorina Bazjanca 2  
Zagreb, Croatia  
[www.os-mgubec.hr](http://www.os-mgubec.hr)

**ANNUAL SCHOOL FEE PAYMENT PLAN  
AND CONDITIONS OF PAYMENT**

**INTERNATIONAL BACCALAUREATE PROGRAMME  
(SCHOOL YEAR 2018/2019)**

## ANNUAL FEE PAYMENT PLAN 2018/2019

**1. APPLICATION FEE                    3000, 00 HRK**

**2. ANNUAL FEE PAYMENT PLAN:**

GRADE	ANNUAL FEE HRK	PAYMENT DUE			
		15 Sept 2018	15 Nov 2018	15 Jan 2019	15 Apr 2019
<b>PYP</b>	41.000,00 HRK	10.250,00	10.250,00	10.250,00	10.250,00
<b>PYP 1</b>	41.000,00 HRK	10.250,00	10.250,00	10.250,00	10.250,00
<b>PYP 2</b>	41.000,00 HRK	10.250,00	10.250,00	10.250,00	10.250,00
<b>PYP 3</b>	41.000,00 HRK	10.250,00	10.250,00	10.250,00	10.250,00
<b>PYP 4</b>	41.000,00 HRK	10.250,00	10.250,00	10.250,00	10.250,00
<b>MYP 0</b>	41.000,00 HRK	10.250,00	10.250,00	10.250,00	10.250,00
<b>MYP 1</b>	41.000,00 HRK	10.250,00	10.250,00	10.250,00	10.250,00
<b>MYP 2</b>	41.000,00 HRK	10.250,00	10.250,00	10.250,00	10.250,00
<b>MYP 3</b>	41.000,00 HRK	10.250,00	10.250,00	10.250,00	10.250,00

Parent / Carer (Obligor) has the right to a 10 per cent discount to the annual school fee for the second and every next child enrolled in the international programme.

Obligor has the right to a 5 per cent discount to the annual school fee in case the entire fee, reduced by the five per cent, is paid into the School account by 15 September 2018 at the latest. After that date, Obligor has no more discounts and needs to pay the entire amount regardless of the instalment plan.

In case the annual school fee is paid in one portion and the Obligor has the right to a 10 per cent discount to the annual school fee for the second and every next child enrolled in the international programme, the discount of 5% is applied to the total amount of the annual school fee decreased for the discount of 10%, if the payment of such amount is effected by 15 September 2018 at latest.

## MATIJA GUBEC (MG) FEE PAYMENT CONDITIONS FOR PARENTS

Matija Gubec school services are rendered exclusively on the basis of the following terms and conditions (MG Conditions), as amended periodically:

### APPLICATION FEE

The application fee, in the amount as stated in the Annual Fee Plan (Plan) is due and payable for each and every applying Student before or upon filling out the application form needed for the proper admission, by 30 June 2018 or by signing the *Agreement on the Enrolment in the international programme*.

If the application fee is not paid into the School account in full by the stated date, Student cannot apply for the following school year.

The application fee is not refundable under any circumstances.

### ANNUAL SCHOOL FEE

#### Payment

The School fee is payable in four equal instalments.

The instalment amounts and the due dates are stated in Annual School Fee Payment Plan. Special terms are applicable in case of Late Registration and Early Termination (see below). The School Board approves all exceptions concerning payment.

In all cases, the total annual fee must be paid in full by 15 April 2019.

#### Late registration

The students who are enrolled upon or after the day on which the first of the instalments is due, are considered 'late registration'.

Based on the 10-month school year, (September – June), School fee is calculated per full month, starting from the first day of the month of enrolment (regardless of the day on which the attendance actually begins) until the last day of the school year's last month.

The first instalment is due and payable upon enrolment.

#### Early Termination

Obligor can terminate the schooling agreement prematurely (that is before its actual expiration with the end of the current school year).

The termination takes effect at the end of the following calendar month, following the month in which School Administration receives the written termination notice, unless the notice

specifically states that the termination takes effect at the end of the month which comes after the following month. Unless the full termination notice is given in writing, the fee will continue to be charged.

The School fee, calculated pro rata on the basis of a full calendar month, and the 10-month school year, (September – June) are payable until the schooling termination takes effect. In case the termination takes effect in May, the School fee for June is charged as well.

In case of early termination, all remaining claims towards Obligor are due and payable not later than on the school working day proceeding the last day of Student's attendance.

Obligor is entitled to a refund (without interest) of the credit balance of School fee paid in advance, if any left after the settlement of all remaining claims.

If Student leaves MG without a written notice, MG will consider the notice to have been handed in by Obligor on the last day of such Student's attendance and the preceding paragraphs apply accordingly.

#### **DELAY OF PAYMENT**

The case of a payment delay in settling of the annual payment due to MG for more than 30 days rises the interest at the rate regulated by § 29 of *Zakon o obveznim odnosima, NN35/05 and 41/08*, and it is calculated from the day following the due date, until the day MG receives the payment made by Obligor.

If a delay in payment continues for more than 30 days, the MG Principal may use their discretion right to suggest the School Board to terminate the schooling agreement and exclude the Obligor from the schooling process by sending them a written notice.

Such termination takes effect at the end of the month which follows the month of sending such a notice. School fees continue to be payable until the termination takes effect. In all other respects, the provisions regarding *Early Terminations* apply correspondingly. All legal costs incurred by MG in the recovery of remaining fees will be borne by Obligor.

#### **SPECIAL CONDITIONS WHICH APPLY TO LATE FEE PAYMENT**

Families that do not pay the school fee by the end of the school year 2018/2019 or whose fee payment date exceeds 30 days of the agreed date, will not be permitted to re-enrol their child for the school year 2019/2020.

The reenrolment of the child is approved by the School Board under the condition that the school fee for the school year 2018/2019 is fully paid by 4th July 2019 the latest and that the following school fee, for the school year 2019/2020, is paid in full before the beginning of that very same school year.

## **APPLICABLE LAW**

Croatian law applies.

The Municipal Court of Zagreb is in charge of all legal disputes.

## **ANNUAL REGISTRATION**

The schooling agreement is entered into on an annual basis, and expires at the end of each and every school year.

For Student attendance during the following school year, a formal re-registration in writing is necessary, and should be done by 31 May of the current school year. Obligor must use form issued by MG.

## **VARIATION OF FEES AND CONDITIONS**

MG reserves exclusive rights to amend and vary Fees and Conditions in respect of the following school years.

Fees may be increased or decreased on the basis of changes in the costs of operating MG, as well as changes in the financial support of the Republic of Croatia and the founder.

A copy of Annual Fee Payment Plan for the school year 2018/2019 will be posted on the School website: [www.os-mgubec.hr](http://www.os-mgubec.hr)

From the day of posting, copies are also available upon request. If MG sends a copy to Obligor's last notified address, Obligor will be considered to have received the copy sent.

April 2018