



Tuition, Fees and Building Fund 2018-19

Enrollment of a student for the 2018/2019 academic year requires payment of the following: Annual Registration Fees, Building and Maintenance Fund and Annual Tuition Fees (amounts are per student and in Euro).

2018/19 Annual Registration Fees

ADMISSION APPLICATION FEE	€	300
NEW STUDENT ADMISSION FEE (EC-1) – one time only	€	1,000
NEW STUDENT ADMISSION FEE (EC-2 through grade 12) – one time only	€	4,500
ANNUAL REGISTRATION FEE	€	1,350
LATE RENEWAL FEE (applied to late re-enrollments from March 19th)	€	500

Building and Maintenance Fund

For the first two years in attendance at the school	€	2,250	per year
From the third to the sixth year (4 years total)	€	1,250	per year

2018/19 Annual Tuition Schedule

Corporate Tuition Rates - Applicable when an individual's employer pays all or part of his/her dependents' schooling. Also included in this category are individuals who may pay tuition directly to ASM, but whose salaries have been adjusted (increased or supplemented) to cover additional costs of living, including the costs of sending their children to a private institution.

Private Tuition Rates - Applicable for those families who receive no assistance from an employer to pay, defray or assist in the cost of educating their children.

	Private rates	Corporate rates
	€ Euros	€ Euros
LOWER ELEMENTARY UNIT		
Early Childhood year 1	10,200	12,700
Early Childhood year 2	10,200	12,700
Kindergarten – Grades 1 – 2	12,500	15,000
UPPER ELEMENTARY UNIT		
Grades 3 – 4 – 5	14,100	16,600
MIDDLE SCHOOL LEARNING UNIT *		
Grades 6 – 7 – 8	16,100	18,600
HIGH SCHOOL LEARNING UNIT *		
Grades 9 – 10	17,400	19,900
Grade 11	18,700	21,200
Grade 12 **	19,000	21,500

Optional Fees

TRANSPORTATION FEE Milan & Suburbs	€	2,850
TRANSPORTATION FEE Arese	€	3,850
CAFETERIA FEES: (Approx. annual amounts. Cafeteria may also be paid in pre-paid amounts of €350)		
Lower Elementary (EC – 2nd grade)	€	950
Upper Elementary (3rd – 5th grade)	€	1,150
Middle/High School (6th – 13th grade)	€	1,360
LAPTOP * Annual Fee to lease a laptop from ASM	€	600
LEARNING SUPPORT: Fees vary according to support level and frequency of service	€	2,500

Schedule of payments

All Registration Fees and the Building Fund are due at the moment of enrollment.

All remaining Tuition & Optional Fees can be paid in one of the following three ways:

1. Early payment in full by May 7, 2018 (with 1% discount on Tuition)
2. Full payment by August 27, 2018
3. Payment 60% by August 27, 2018 and 40% by December 3, 2018 (+ 4% on any outstanding balance after August 27, 2018)

ASM grants loyalty premiums to those families whose children are in attendance at ASM for more than five years as follows:

- A € 300 discount for each child in attendance over 5 years
- A € 600 discount for each child in attendance over 10 years

Multiple child discounts: Families paying the "private rates" will receive a € 500 reduction in tuition for the second child attending ASM and a reduction of € 1000 from the third child in attendance at ASM.

*A personal laptop computer is required for all students enrolled in grades 6 - 12. If not leasing via ASM, pls. contact the ASM Helpdesk for minimum hardware and software requirements.

** Students enrolled in the International Baccalaureate Diploma program are required to pay additional fees as determined annually by the IB Office in Geneva, Switzerland



ASM Policies on Financial Regulations

- 4.5.1 Payments must be made in Euro and will be directed to the school's Business Office and will be accepted in accordance with current legal limitations. Payments by check must be in the name of the American School of Milan and must be non-transferable.
- 4.5.3 A new family will be assured a place at ASM only upon acceptance and payment of the application, registration, new student fees and the building and maintenance fund charges.
- 4.5.4 The Annual Registration fee, which must accompany the enrollment contract, is non-refundable except when the student is not accepted by ASM; payment of the Annual Registration Fee does not assure acceptance of the student by the school.
- 4.5.5 The New Student Admission fee is a non-recurring, non-refundable fee which is payable for every new student admitted to ASM and will be paid at the same time as the Registration fee.
- 4.5.6 The Building and Maintenance Fund charge is non-refundable and is payable for each student as per the tuition schedule in force. The Fund is dedicated to the repair and renovation of school buildings and equipment. The amount and applicability of the charge will be determined by the Board of Trustees.
- 4.5.7 **Optional Transportation Fee:** For those parents who opt for the school-contracted bus service, a Transportation fee will be charged annually. Parents may choose from one of three options for the bus service: 1) Full service (morning and afternoon), 2) one-way morning service or 3) one-way afternoon service. If a parent selects the one-way only service (morning or afternoon), the transportation rate will be 60% of the full service fee...[for late bus service and after-school activities policies, refer to the annually published after-school activities guide]...In calculating refunds, bus service use for more than five days in a month will be charged as a full month. In the event that the cost of this service increases during the year, supplementary invoices will be issued.
- 4.5.9 As the school generally admits students for the full year and must budget for teachers, books and supplies accordingly, the school cannot offer refunds for early withdrawal. In some extenuating circumstances, a student must withdraw before the close of the school year. In such cases: a) When a student must withdraw before the beginning of school, a 90% tuition refund will be made. b) If a student withdraws anytime during the first semester, a 40% tuition refund will be made. c) If the student withdraws any time during the second semester, there will be no tuition refund. d) There are no refunds for other fees or for the building and maintenance fund.
- 4.5.10 **Late Entry to School.**
 - a) If a student enters any time in the first semester of the school year, all the fees and charges for the entire year will be payable.
 - b) If a student enters in the second semester of the school year but before the last quarter, 60% of the tuition fees plus all other fees and charge will be payable.
 - c) If a student enters during the last quarter of the school year, 35% of the tuition fees plus all other fees and charges will be payable.

Please note in addition:

Students may occasionally be required to purchase books and/or consumable materials and pay for external examinations.

Cafeteria fees can be billed annually with tuition and payment is due in the same manner as tuition. In the event that the cost of this service increases during the year, supplementary invoices will be issued.