



28 July 2017

Dear Parents

FEES FOR 2018

You will notice that the schedule of fees has a slightly different format this year, and with good reason. We have tried to give more detail about the different fees structures and, in many instances, have explained how things work, in order to provide more transparency on the fee structure at Hermannsburg. Before the changes regarding the fee structure are explained, I would like to comment on the overall increase of tuition and boarding fees for 2018.

Aggregate Fee Increases

Pre-Primary School = 12% increase

Primary School = 7% increase (on average)

High School Tuition = 7% increase (on average)

High School Boarding = 11% increase

We have tried to keep the increases to a minimum as we take cognisance of the increased financial pressure that households are under, due to the rising cost of living. Despite these increases, the tuition fees at Hermannsburg are amongst the **lowest for private schooling** when compared with other private schools in the Pietermaritzburg and Midlands area.

Other changes in the fee structure include:

- 1) The introduction of a compulsory levy that covers school outings, transport to sport events, and other items, as outlined in the fee document.
- 2) A flat-rate of 5% sibling discount on tuition fees.
- 3) In line with most other private boarding schools, there will no longer be a sibling discount for boarding establishment fees, as from 2018.
- 4) A transport fee for taking scholars to the airport and various centres for the mid-term break and holidays has been introduced, in order to combat rising costs.
- 5) The cost of music lessons remains unchanged for 2018.

I trust that you will find this new format useful. Should you have any queries, please contact the Bursar, Amanda Bouwer, on 072 468 7787 or email finance@hmb.school.co.za.

Yours faithfully

Dr Manfred Kuhn



FEE STRUCTURE FOR JANUARY 2018 TO DECEMBER 2018

1. APPLICATION FEE

A non-refundable fee of R450 is payable on submission of a fully completed application form (effective from 1 January 2018).

2. ACCEPTANCE FEE

Once a scholar is offered a place at the Deutsche Schule Hermannsburg and such an offer is accepted, an acceptance fee is to be paid immediately to secure this place.

NON-REFUNDABLE ACCEPTANCE FEE

Grade 1 to Grade 7	R1000
Grade 8 to Grade 12	R5000

Any amount paid to secure a place in the Primary School during Grade 1 to Grade 7, will be treated as PART PAYMENT of the Grade 8 – Grade 12 non-refundable acceptance fee. The non-refundable acceptance fee will be credited to the particular scholar's school fees account, once attendance is confirmed in January 2019.

Once a place at the School has been accepted and the acceptance fee paid, parents will nevertheless remain liable for the 1st Term fees (being 25% of the Total Annual Tuition fee for day scholars, **OR** 25% of the Total Annual Tuition & Boarding fee, should the scholar be a boarder) even if they choose not to send their child to the school. Grade 7 scholars of the Deutsche Schule Hermannsburg may automatically progress from the Primary School to the High School, provided that the normal application criteria for the High School is met and that school fees at the Primary School are not be in arrears.

3. ANNUAL TUITION AND BOARDING FEES

GRADE	ANNUAL TUITION FEE	EXTRAS LEVY*	TOTAL ANNUAL TUITION FEE (incl Levy)	ANNUAL BOARDING FEE (for full boarding)	TOTAL ANNUAL TUITION & BOARDING FEE (incl Levy)	Monthly Instalment (Tuition & Levy only)	Monthly Instalment (Tuition, Levy & Boarding)
K, RR	10 000,00	1 000,00	11 000,00		11 000,00	917,00	917,00
R	20 000,00	1 700,00	21 700,00		21 700,00	1 809,00	1 809,00
1	30 000,00	2 500,00	32 500,00		32 500,00	2 709,00	2 709,00
2	31 000,00	2 500,00	33 500,00		33 500,00	2 792,00	2 792,00
3	34 000,00	2 500,00	36 500,00		36 500,00	3 042,00	3 042,00
4	37 000,00	3 000,00	40 000,00		40 000,00	3 334,00	3 334,00
5	41 000,00	3 000,00	44 000,00		44 000,00	3 667,00	3 667,00
6	44 000,00	3 300,00	47 300,00		47 300,00	3 942,00	3 942,00
7	45 000,00	8 000,00	53 000,00		53 000,00	5 300,00	5 300,00



GRADE	ANNUAL TUITION FEE	EXTRAS LEVY*	TOTAL ANNUAL TUITION FEE (incl Levy)	ANNUAL BOARDING FEE (for full boarding)	TOTAL ANNUAL TUITION & BOARDING FEE (incl Levy)	Monthly Instalment (Tuition & Levy only)	Monthly Instalment (Tuition, Levy & Boarding)
8	56 000,00	3 000,00	59 000,00	63 000,00	122 000,00	4 917,00	10 167,00
9	60 000,00	3 000,00	63 000,00	63 000,00	126 000,00	5 250,00	10 500,00
10	63 000,00	3 000,00	66 000,00	63 000,00	129 000,00	5 500,00	10 750,00
11	63 000,00	3 000,00	66 000,00	63 000,00	129 000,00	5 500,00	10 750,00
12	63 000,00	3 000,00	66 000,00	63 000,00	129 000,00	6 600,00	12 900,00

Additional IEB Charges

IEB NSC EXAMINATION REGISTRATION FEE = R6100 for the mandatory 7-subject package (R610 over 10 months)

IEB NSC EXAMINATION REGISTRATION FEE per extra subject (e.g. 8th subject) = **R1050** (R105 x 10 months)

ADVANCED PROGRAMME ADMIN & EXAMINATION FEE = **R875** (payable in March)

4. EXTRAS LEVY

The Extras Levy covers compulsory accident insurance, compulsory school and sport outings, transport for school and sport outings, R200 towards photocopying, computer software levies (e.g. *Mathletics*, *Futurekids*), school clinic, transport for doctors' visits in Greytown, benchmark testing, Olympiad/competition fees and the school magazine.

The Extras Levy does not cover the following supplementary costs, which do not necessarily apply to each Grade:

- Germany Exchange Programme for Grade 10,
- Materials for Art (high school from Grade 10 onwards),
- Music examination fees,
- Grade 12 IEB fees,
- 8th subject fees,
- Prefects' camp,
- Extra-curricular / extramural activities such as Nature Club and Pottery,
- Transport and participation in Youth Choirs such as the KZN Youth Choir and the KZN Midlands Youth Choir,
- Sport Olympiad of the German Schools in southern Africa
- Examination re-writes,
- Voluntary activities,
- Additional tutoring,
- Prescribed medicines,



- **Special entertainment,**
- **Uniform,**
- **Non-compulsory travel and accommodation.**
- **Stationery (stationery is to be purchased by parents; the school does not provide stationery).**

These costs will be billed separately and parents will be forewarned of such expenses.

5. EXTRA / FURTHER SUPPLEMENTARY COSTS

Nature Club = R1100 (per annum)
Pottery = R120 per term per child
Estimated School Uniform Cost = R3000 per child
Laundry = R350 per month
Aftercare = R40 per day

6. TEXT BOOKS

These are estimated costs only and can vary

Grade	Estimated Costs (per annum)
1	R550
2	R820
3	R1850
4	R2600
5	R2400
6	R2400
7	R2800
8	R2500
9	R2500
10	R3800
11	R3800
12	R3600

7. WEEKLY BOARDING

The School does allow for weekly boarding (i.e. boarders only staying in the Boarding Establishment during the week).

ANNUAL COST FOR WEEKLY BOARDERS = R58,000 Or R5800 over 10 months

8. DAILY BOARDING RATE



A daily boarding rate of R150 per person per night (including meals) will be charged for day scholars staying at the Boarding Establishment for short periods. This amount is to be paid in advance on submission of the application form

9. ADDITIONAL SUBJECT COSTS (8TH SUBJECT, 9TH SUBJECT)

Should a scholar wish to take additional subjects (8th or 9th subjects) the cost per additional subject is **R8500** per annum, payable with the school fees, either upfront or by monthly debit order.

10. MUSIC FEES

	1 lesson per week		2 lessons per week	
	Per year	10 months	Per year	10 months
Individual tuition per musical instrument	R6 300	R630	R12 600	R1 280
Group tuition	R4 200	R420	R8 400	R860

11. TRANSPORT COSTS

This cost applies when children use school transport to be taken to the airport or to various centres for mid-term breaks and holidays:

- Durban Airport = R200 (one way)
- Durban Centre / Pinetown / Kloof = R240 (one way)
- Pietermaritzburg = R130 (one way)
- Paulpietersburg / Vryheid = R300 (one way)
- Johannesburg = R500 (one way)

12. FAMILY DISCOUNT

A discount of 5% (of the Total Annual Tuition Fee only), is allowed for the second child and subsequent children within the same immediate family. 'Immediate family' means biological children or adopted children living within the same family. Legal guardianship does not qualify for a family discount. **Please also note that the annual levy will be payable for each child and is not subject to the family discount. The fees for the Boarding Establishment are also not subject to the family discount.**

13. EARLY SETTLEMENT DISCOUNT

Parents who provide proof of payment of the Total Annual Tuition Fee (or Total Annual Tuition & Boarding Fee) including the Extras Levy before 15 January 2018, will be entitled to an 8% discount on tuition and/or boarding fees only. The Extras Levy is excluded from the discounted amount. Where payments are made in advance, annual (as opposed to monthly) tuition and/or boarding fees will reflect on parents' statements.



Please note that this discount does not apply to settlements paid by credit card and/or cash, due to the additional bank charges incurred. International transfers take longer to clear so please make sure that you make allowance for this when paying for school fees

14. NON-RESIDENTS: PAYMENT OF ANNUAL FEES AND POTENTIAL SURCHARGE

Parents/guardians and scholars residing outside the borders of South Africa must comply with the following conditions.

NON-RESIDENTS ARE REQUIRED TO PAY 25% OF THE ANNUAL FEES (TUITION AND BOARDING) IN ADVANCE

Rigid Exchange Control regulations promulgated in 2004 necessitate one term's fees (in addition to the acceptance fee) being paid to the school before a scholar, who is a resident of a country outside of the borders of the South Africa, can be admitted. During the time that the scholar attends the Deutsche Schule Hermannsburg, payment of tuition and boarding fees and levies must always be paid one term in advance, in order to comply with the law. Additional charges must be settled as they arise.

15. SUPPLEMENTARY COSTS AND COSTS FOR EXTRAMURAL ACTIVITIES

Text Books:

Scholars in each grade will be charged for the depreciated cost of the text books issued to them at the beginning of each term/year.

An amount of 50% of the amount charged for text books will be credited to the parents' account for text books returned to the school in good condition (this condition will be assessed by the School, whose assessment is final).

Insurance and Medical Aid

Parents are requested to ensure that their child/children are members of a medical aid scheme and to provide the school with a copy of the medical aid card. The school cannot pay for doctors' visits nor for any prescribed medicines the child may require. Children not covered by a private medical aid scheme will have to be taken to a government medical facility for treatment, unless prior arrangements have been made with the school regarding payment for private medical care.

Whilst every care is taken to prevent loss and damage, parents are nevertheless requested to ensure that their child's/ children's valuable possessions (e.g laptops etc.) are adequately insured under their own personal all risks insurance policies. The School cannot be held liable for theft/loss of any scholar's possessions.



16. PAYMENT OF ANNUAL FEES, EXTRAS LEVY AND SUPPLEMENTARY COSTS

Annual Fees and Levy

Payment of the annual school fees, boarding fees and levy, must be made either upfront or MONTHLY IN ADVANCE IN 10 MONTHLY INSTALMENTS FROM JANUARY TO OCTOBER. Payment of monthly instalments must be by debit order. Payment in cash will attract deposit fees at the applicable rate charged by FNB (currently up to 2.7% of the deposit amount). In addition, the school will charge a R100 administrative charge per cash deposit. **Due to the high risk of cash holding and handling, the school encourages parents to pay by debit order or EFT.**

Payment of Supplementary Costs

Supplementary costs must be paid up front. For example, if uniforms or text books are purchased, these must be paid for before the items will be ordered.

Deposit Reference to be used when making a payment

When making a payment, parents are kindly requested to use their school account code (e.g. MDA01) as well as the purpose of the deposit, as a deposit reference.

EXAMPLE 1: WHEN PAYING FOR SCHOOL FEES

Deposit reference: MDA01schoolfee

EXAMPLE 2: WHEN PAYING FOR MUSIC

Deposit reference: MDA01music

17. NOTICE OF WITHDRAWAL

A full term's notice, in writing, or one term's fees in lieu of notice is required before withdrawing a scholar from the School, the Boarding Establishment, or participation in extra subjects and music lessons.

A FULL TERM'S NOTICE MEANS that if your child is removed from boarding and/or school during any term, without written notice BEFORE COMMENCEMENT OF THAT TERM, then fees will be charged for the remainder of that term AND the following term.

A term's fees will be calculated on the basis of one quarter (25%) of the Total Annual Tuition or Total Annual Tuition & Boarding Fee (including the Extras Levy) respectively.

18. EXPENSES FOR THE GERMANY EXCHANGE PROGRAMME

Every year, scholars in the Grade 10 class have the opportunity to participate in the school's Germany Exchange Programme (GEP). **The cost for 2018 is estimated at R33 000 per child (which includes flights). R13 200 (40%) OF THIS AMOUNT MUST BE PAID BY 30 SEPTEMBER 2017, FOR CURRENT GRADE 9 SCHOLARS wishing to participate in the GEP.**



As this is a large amount of money, the School encourages parents of scholars wishing to participate in the GEP, to start paying towards the cost of this programme from Grade 8 already. Please contact the Bursar on finance@hmb.school.co.za to make the necessary arrangements.

19. USE OF MUSIC INSTRUMENTS OF THE SCHOOL.

Should a scholar taking music lessons at the school wish to use an instrument belonging to the School, the following fees apply:

Payment of a refundable deposit: R500 (the instrument will not be issued to the scholar if the deposit has not been paid).

Monthly hire charge: R100 per month, payable for 10 months.

20. BURSARIES

The School has a limited number of bursaries available for financial assistance. Parents requesting consideration for a bursary will be asked to complete a financial assistance application form and to submit the following supporting documents to the Bursar:

Supporting documentation

- **3 months' most recent payslips;**
- **3 months' most recent bank statements;**
- **Latest audited financials or management accounts (in the case of a business)**

21. SCHOLARSHIPS

The School has one scholarship available for a scholar entering Grade 8. Currently there is also a sports scholarship available. For more information, please contact the Bursar. (Parents will be advised from year to year what scholarships are available as and when scholarship-holders matriculate and that particular scholarship becomes available again.)

22. QUERIES

If you have any queries with regard to your school account, please contact the bursar on finance@hmb.school.co.za or call the school office on 074 125 0054.