



24 July 2018

Dear Parents

We are pleased to release to you our fees guide for 2019. There are some important points to take note of which this letter will highlight for you.

1. Fees in the High School have only increased by an average of 8.1%.
2. Fees in the Primary School have only increased by an average of 3.8% while there was no increase at all on the fees paid at grade 4 and grade 7 levels.
3. Primary school parents who enrol their children in the high school, from grade 7 into grade 8, will receive a 10% discount off the grade fees.
4. We have done away with the levy in order to simplify matters for parents. The levy has been incorporated into the school fees for 2019, and the items which had featured in the levy in 2018 are not being billed as specific supplementary costs.
5. It is important for parents of boarders to note that the school is not liable for nor able to cover any medical costs incurred by scholars in the BE's. It is imperative, therefore, that parents of scholars residing in the BE have adequate medical aid in order to cover healthcare costs.

**Parents may choose to pay their complete 2019 fees in advance, before 31 October 2018. Parents who choose to do this will be charged 2018 fees for 2019 but will not receive the early payment discount in 2019.**

We have tried to take the current economic climate and requests from the parent's committee into account when drawing up the fees guide for 2019. Please feel free to address any questions to the principal at [wecare@hmbschool.co.za](mailto:wecare@hmbschool.co.za) or the bursar if it is a specific account query at [finance@hmbschool.co.za](mailto:finance@hmbschool.co.za).

Kind regards

Trevor Harbottle  
Principal

Dr. Manfred Kuhn  
Chairperson of the HMB School Board



## Hermannsburg

### FEE STRUCTURE FOR JANUARY 2019 TO DECEMBER 2019

#### 1. ANNUAL TUITION AND BOARDING FEES

GRADE	ANNUAL TUITION FEE	ANNUAL FULL BOARDING FEE	TOTAL ANNUAL TUITION & FULL BOARDING FEE	Monthly Instalment (Tuition over 10 months)	Monthly Instalment (Tuition & Boarding over 10 months)
RRRR	14000	-	-	1400	-
RRR	14000	-	-	1400	-
RR	18000	-	-	1800	-
R	24000	-	-	2400	-
1	34000	-	-	3400	-
2	34000	-	-	3400	-
3	40000	-	-	4000	-
4	40000	-	-	4000	-
5	48000	-	-	4800	-
6	48000	-	-	4800	-
7	48000	-	-	4800	-
8	65000	70000	135000	6500	13500
9	65000	70000	135000	6500	13500
10	72000	70000	140000	7200	14000
11	72000	70000	140000	7200	14000
12	72000	70000	140000	7200	14000
Post	65000	70000	135000	6500	13500

- Payment of the annual school fees and boarding fees, 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 a rate of 3.5% for the sum of the deposit. This is to cover bank charges, and security costs.
- **Due to the high risk and costs of cash, the school encourages parents to pay by debit order or EFT.**
- 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)**



## Hermannsburg

### 2. NEW ENROLMENTS

- A non-refundable fee of R500 is payable on submission of a fully completed application form (effective from 1 January 2019).
- Once a scholar is offered a place at Hermannsburg School and such an offer is accepted, an acceptance fee is to be paid immediately to secure this place.

#### NON-REFUNDABLE ACCEPTANCE FEE

- Grade RRRR to Grade 7 **R1000**
- Grade 8 to Grade 12 **R5000**
- Any amount paid to secure a place in the Kindergarten and 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.
- Grade 7 scholars at Hermannsburg will receive a 10% discount on the grade 8 fees should they confirm their registration at Hermannsburg by 31 July 2018.
- Once a place at the School has been accepted and the acceptance fee paid, parents will nevertheless remain liable for the 1<sup>st</sup> 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 in arrears.

### 3. TEXT BOOKS

THESE ARE ESTIMATED COSTS ONLY AND CAN VARY.

Grade	Estimated Costs (per annum)
1	R1000
2	R2000
3	R2000
4	R3000
5	R3000
6	R3000
7	R3000
8	R3000
9	R3000
10	R4000
11	R4000
12	R4000

- 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).



#### 4. SUPPLEMENTARY COSTS:

- These costs will be billed separately and parents will be forewarned of such expenses.
- Supplementary costs must be paid up front. A camp or transport must be paid for before it is used.

##### Examples of Supplementary costs include:

- Germany Exchange Programme for Grade 10,
- Grade 7 Camp,
- Materials for Art (grade 8 onwards),
- Music examination fees,
- Grade 12 IEB fees,
- 8<sup>th</sup> subject fees,
- Prefects' camp,
- Extra-curricular / extramural activities such as Nature Club and Pottery,
- Transport and participation in KZN Youth Choir and KZN Midlands Youth Choir,
- Sport Olympiad of the German Schools in southern Africa,
- Examination re-writes,
- Voluntary activities,
- Additional tutoring,
- Special entertainment,
- Uniform,
- Non-compulsory travel and accommodation,
- Stationery (this must be purchased by parents; and is not provided at school).

#### 5. SPECIFIED SUPPLEMENTARY COSTS FOR EXTRAMURAL ACTIVITIES

- Nature Club = R1200 (per annum)
- Pottery = R150 per term per child
- Estimated School Uniform Cost = R3500 per child

#### 6. AFTERCARE

- Aftercare is provided at R50 per day.

#### 7. SPECIFIC BOARDING RATES

- The School does allow for weekly boarding (i.e. boarders only staying in the BE during the week). **ANNUAL COST FOR WEEKLY BOARDERS = R63,000 Or R6300 over 10 months.**
- A daily boarding rate of **R175** per person per night (including meals) will be charged for day scholars staying in the Boarding for short periods. This amount is to be paid in advance on submission of the application form.
- A weekend Pocket Money fee of **R500** per term should be paid in advance to secure places on boarding specific outings and activities.



## 8. LAUNDRY

- Laundry service is offered to staff at R380 per month (or part month) per person (this fee is included in the boarding fee for scholars staying in the BE).

## 9. ADDITIONAL SUBJECT COSTS (8<sup>TH</sup> SUBJECT, 9<sup>TH</sup> SUBJECT)

- Should a scholar wish to take additional subjects (8<sup>th</sup> or 9<sup>th</sup> subjects) the cost per additional subject is **R9000** per annum, payable with the school fees, either upfront or by monthly debit order.
- Should a scholar select to do a subject which is offered online the parents are responsible for paying the service provider directly before the school provides tutoring support.

## 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 500	R650	R13 500	R1350
Group tuition	R4 500	R450	R9 500	R 950

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.**

## 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:

- Pietermaritzburg / Stanger = R200 (one way)
- Durban Airport / Durban CBD / Pinetown / Hillcrest = R300 (one way)
- Vryheid = R400 (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.
- **The fees for the Boarding Establishment are 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 2019, will be entitled to an 8% discount on tuition and/or boarding fees only.
- 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 A REFUNDABLE DEPOSIT OF 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 must always be paid one term in advance, in order to comply with the law. Additional charges must be settled as they arise.

### 15. 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 and a copy of the main member's ID.
- 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.
- Scholars taking part in certain sports are required to have sport insurance over and above personal insurance and medical aid. The school negotiates and contracts this on your behalf at an approximate cost of R75 which will be billed to you if they participate in sports with those requirements.



## Hermannsburg

### 16. 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.

### 17. 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 2019 is estimated at R36 500 per child (which includes flights). R18 250 (50%) OF THIS AMOUNT MUST BE PAID BY 30 SEPTEMBER 2018, 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](mailto:finance@hmb.school.co.za) to make the necessary arrangements.

### 18. 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)

### 19. SCHOLARSHIPS

Please contact the Principal, Bursar, or Admissions officer for more information.

### 20. QUERIES

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