

# FALL 2019 - SPRING 2020

Students are admitted and placed in a grade level after considering their age, achievement level, grade level at their previous school, and emotional and physical maturity. In addition, HQIS will always take into account the student's country of origin, the educational system from which the student comes, as well as the student's past performance in that system. The age placement cut off date is September 30.

## Grade Level Placement

Age	Date of Birth	HQIS (USA system)
18-24 months	Oct 1, 2017 - Mar 31, 2018	Nursery1 (Toddler)
2	Oct 1, 2016 - Sep 30, 2017	Nursery2 (Early Years)
3	Oct 1, 2015 - Sep 30, 2016	Preschool
4	Oct 1, 2014 - Sep 30, 2015	Pre-Kindergarten
5	Oct 1, 2013 - Sep 30, 2014	Kindergarten
6	Oct 1, 2012 - Sep 30, 2013	Grade 1
7	Oct 1, 2011 - Sep 30, 2012	Grade 2
8	Oct 1, 2010 - Sep 30, 2011	Grade 3
9	Oct 1, 2009 - Sep 30, 2010	Grade 4
10	Oct 1, 2008 - Sep 30, 2009	Grade 5
11	Oct 1, 2007 - Sep 30, 2008	Grade 6
12	Oct 1, 2006 - Sep 30, 2007	Grade 7
13	Oct 1, 2005 - Sep 30, 2006	Grade 8
14	Oct 1, 2004 - Sep 30, 2005	Grade 9
15	Oct 1, 2003 - Sep 30, 2004	Grade 10
16	Oct 1, 2002 - Sep 30, 2003	Grade 11
17	Oct 1, 2001 - Sep 30, 2002	Grade 12

Upon admission, students are provided with a learning program based on their readiness and maturity. **Acceleration to a higher grade or retention in a lower grade is based on a student's ability and achievement after enrollment. When necessary, teachers, administrators, and parents meet to discuss concerns regarding grade level placement.**

The HQIS Early Childhood program is designed to offer a developmentally appropriate curriculum for children at each age level, therefore students in Toddler, Early Years, and Preschool grades will not be considered for acceleration.

Before applying for enrollment, parents and students who have special learning needs will need to consult with HQIS to be sure the school can accommodate for your child.

In some cases, HQIS will conduct an interview with the student to determine enrollment and placement.

## Tuition and Fees

Fall Semester	Spring Semester
August 13, 2019 - January 17, 2020	January 20, 2020 - June 11, 2020
Fall Semester Payment Deadline	Spring Semester Payment Deadline
June 15, 2019	November 15, 2019

Non-Refundable/One Time Fees		
<b>Application Fee (non-refundable)</b>	The application fee is non-refundable, non-transferable, and is only valid for the school year in which applied. The fee is payable when the student's application is submitted to the school for consideration. This fee is not applicable to other school fees.	¥ 2000
<b>Deposit &amp; Cancellation Fee (non-refundable)</b>	A non-refundable deposit of RMB 9,000 applies for new and returning students for the Fall Semester. It will be applied to the tuition, and is due before <b>April 30, 2018</b> . For each semester of the academic school year, a cancellation fee of RMB 9,000 will be charged for the withdrawal of a student. Other cancellation penalties may also apply and are subject to the School Refund Policy.	¥ 9000
<b>English as an Additional Language (EAL) Fee</b>	A one time, non-refundable EAL fee will be charged to new students who, upon assessment, are enrolled in the EAL pull-out program. Assessment may occur after the start of the school year.	¥ 6000
<b>Matriculation Fee (non-refundable)</b>	The matriculation fee is a one-time mandatory fee that is used to support investments in school facilities and related costs, including new construction or renovation projects and associated loan payments, major repairs and major maintenance costs for school facilities. It is a one-time non-refundable fee for all newly enrolled students to HQIS and is due within 10 working days after receipt of the School's Invoice.	¥ 15000

Tuition				
Grade Level	Semester Fee		Annual Fee	
	Half Day	Full Day	Half Day	Full Day
Toddler	¥ 53,180.00	¥ 74,200.00	¥ 106,360.00	¥ 148,400.00
Early Years	¥ 53,180.00	¥ 74,200.00	¥ 106,360.00	¥ 148,400.00
PYP Preschool	¥ 56,900.00	¥ 79,500.00	¥ 113,800.00	¥ 159,000.00
PYP Pre-Kindergarten	¥ 79,500.00		¥ 159,000.00	
PYP Kindergarten	¥ 89,650.00		¥ 179,300.00	
PYP Grades 1 - 5	¥ 105,750.00		¥ 211,500.00	
Grades 6 - 12	¥ 105,750.00		¥ 211,500.00	

**Note:** All new students who enroll after June 15 for the Fall Semester, and November 15 for the Spring Semester, must pay the non-refundable deposit of RMB 9,000 before the student starts school. The remainder of tuition fee is due within 10 work days after receipt of the school's Invoice. New students who enroll after more than 15 school days of a semester have elapsed will be charged a pro-rated amount of the full semester's fees.

Semester School Bus Fee (Optional)	
One Way	Round-Trip
¥ 4,050.00	¥ 8,100.00

**Note:** Please fill out the bus application form if you wish to enroll your child/children in the school bus program.

Discounts	
Annual Tuition Discount	A <b>5%</b> reduction on the annual tuition is applicable only when the full tuition fee is received by April 15, 2019. (Since the date of payment is determined by our bank's acknowledgement, it is advisable to allow several lead days to avoid missing the deadline.)
	A <b>3%</b> reduction on the annual tuition is applicable only when the full tuition fee is received by June 15, 2019. (Since the date of payment is determined by our bank's acknowledgement, it is advisable to allow several lead days to avoid missing the deadline.)
Sibling Discount	A <b>10%</b> reduction of the tuition fee is applied to the youngest child of families enrolling two or more siblings.

Payment Information	
1	Cash (in RMB only) paid to the cashier in the Admissions Office.
2	<p><b>Bank transfer</b></p> <p><b>RMB-人民币账号</b>  Beneficiary: 上海虹桥国际外籍人员子女学校  Account Number: 693762624 (RMB人民币账号)  Name of bank: China Minsheng Bank, Shanghai Branch, Chang Ning Sub-branch 中国民生银行上海市长宁支行  Address of bank: 1115 DingXi Road, Shanghai, China 中国上海市定西路1115号</p> <p><b>USD-美金账号</b>  Beneficiary: Shanghai Rainbow Bridge International School 上海虹桥国际外籍人员子女学校  Account Number: 31014510000220000077 (USD美金账号)  Name of bank: China Construction Bank, Shanghai Branch, Yang Pu Sub-branch 中国建设银行上海市杨浦支行  Address of bank: 1288 Chang Yang Road, Shanghai, China 中国上海市长阳路1288号  Swift Code: PCBCCNBJSHX</p>
<p><b>Once you make the payment, please forward a copy of your bank remittance to the Admissions Office <a href="mailto:finance@hqis.org">finance@hqis.org</a> with your child's English name (if applicable) attached as proof of completion of payment.</b></p>	

#### Payment of Fees:

Parents are responsible for the timely payment of all school-related fees regardless of any payment arrangement made with their employer. Payment of annual fees, semester fees, or a non-refundable deposit will hold a place in the appropriate class for the coming school year until the June 15 tuition payment deadline. After June 15, the seat will not be secured until the full semester fee is received. All fees are quoted in RMB currency. Conversion from USD to RMB is at the rate of 6.500. The school reserves the right to change the exchange rate during the school year.

#### Late Payment:

A late payment charge of one point five percent (1.5%) per month, compounded monthly, will be charged on all school fees that are overdue.

#### Non-Payment of School Fees:

The school reserves the right to refuse admission or continued enrollment when the full amount of school fees are not paid as scheduled and/or scheduled installment payments are not paid as per agreement. If the school does not receive payment or written notification that payment is in transit by the due date, and/or has not received the required email of a wire remittance identifying the name of the student, the school will assume that the student does not plan to return and make the seat available to new applicants.

In cases of non-payment, the school may suspend the student and/or withhold all school records until fees are paid in full.

#### HQIS Refund Policy:

The school makes commitments in advance regarding staffing, purchasing, and other resources based on confirmed enrollment, all of which have financial implications. Accordingly, should a parent decide to withdraw a student from the school, it is necessary for the school to be compensated for the early termination of the educational services contract between the school and the parent in order to mitigate any indirect financial impact. Depending on the Withdrawal Effective Date, the amount of compensation for early termination required by the school may vary.

- 1) A refund request will not be processed unless a written notification of withdrawal has been received by the school's Admissions Office.
- 2) Withdrawal Effective Date:
  - a) If a student does not attend any days of school, the Withdrawal Effective Date will be regarded as the date of receiving the notification of withdrawal.
  - b) If a student attends the school and a notification of withdrawal is received after the student's last day at the school, the Withdrawal Effective Date will be regarded as the date of receiving the notification of withdrawal.
  - c) If a student attends the school and a notification of withdrawal is received before the student's last day at the school, the Withdrawal Effective Date must be written in the notification of withdrawal and serves as the student's last day of attendance at the school.
- 3) If a student withdraws from the school and the Withdrawal Effective Date is before July 1, fees paid for the Fall Semester or the year, except for the application fee and the non-refundable deposit/cancellation fee, matriculation fee, will be refunded.
- 4) If a student withdraws from the school and the Withdrawal Effective Date is after June 30, but before the first day of the Fall Semester, fees paid for the Fall Semester or the year, except for the application fee, the non-refundable deposit/cancellation fee, matriculation fee and a penalty equivalent to 20% of the total Fall Semester tuition fee, will be refunded.
- 5) If a student withdraws from the school for the Spring Semester and the Withdrawal Effective Date is before December 1, fees paid for the Spring Semester, except for the application fee and the non-refundable deposit/cancellation fee, matriculation fee, will be refunded.
- 6) If a student withdraws from the school for the Spring Semester and the Withdrawal Effective Date is after November 30, but before the first day of the Spring Semester, fees paid for the Spring Semester, except for the application fee, the non-refundable deposit/cancellation fee, matriculation fee and a penalty equivalent to 20% of the total Spring Semester tuition fee, will be refunded.
- 7) Once a semester is underway, no refund for that semester is possible, regardless of whether the student has attended classes or not.
- 8) Refunds will not be offered to students who are dismissed from the school for academic or behavioral misconduct, or to students who have not disclosed learning issues which HQIS cannot address.
- 9) School bus fees paid for a semester will be refunded on a pro-rated basis for each day of a semester that the student is not registered at HQIS except for the RMB 700 handling charge. The pro-rated amount per school day will be 1/90th of the bus fee for the full semester.
- 10) School fees are not transferable.
- 11) The school reserves the right to deduct any outstanding obligation such as charges for lost or damaged textbooks, library books, etc. from a refund.
- 12) Refunds are processed after the Withdrawal Effective Date, once the return of school materials has been verified.
- 13) Refunds will be transferred to the party making the fee payment within 45 working days.
- 14) More tuition fee detail, please check the school parents handbook.

August 2019						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

8/5-8/9 Full Teacher Return & Orientation  
 8/12 Family Orientation  
 8/13 School Begins  
 8/13-1/17 PYP Fall Semester  
 8/13-10/16 MS/HS Quarter 1

September 2019						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

9/12 Open House  
 9/13 Mid Autumn Festival (no school)  
 9/21 Family Picnic  
 9/30-10/4 National Day Break (no school)

October 2019						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

9/30-10/4 National Day Break (no school)  
 10/16 PSAT Exam G9/10  
 10/17-12/13 MS/HS Quarter 2  
 10/21 MS/HS Parent Teacher Conferences  
 10/28-11/1 MS Week Without Walls

November 2019						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

11/8 Parent, Teacher, Student Conferences  
 11/11-12 Teacher Professional Development (no school)

December 2019						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

12/9 -11 MS/HS Exams  
 12/11-12 Winter Performance  
 12/13 Last Day MSHS Quarter2  
 12/16-1/3 Winter Vacation

January 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1/6-3/27 MS/HS Quarter 3  
 1/17 Last Day PYP Fall Semester  
 1/20-6/11 PYP Spring Semester  
 1/22 HQIS CNY Celebration  
 1/23-31 CNY Break (no school)

February 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

2/10 -21 ISA Testing G3-10  
 2/17-2/21 Science Week

March 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

3/16-20 Literacy Week  
 3/23-27 HS Week Without Walls  
 3/30-4/3 Spring Break

April 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

3/30-4/3 Spring Break  
 4/6-6/11 MS/HS Quarter 4  
 4/10 MS/HS Parent Teacher Conferences  
 4/18 Earth Day Event  
 4/30 PYP Student Led Conferences

May 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

5/1 Labor Day Break  
 5/4 No School  
 5/6-8 Sports Day  
 5/11-15 Festival of the Arts  
 5/23 Make Up Day (if needed)  
 5/29 Children's Day Celebration

June 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

6/3-5 MS/HS Exams  
 6/9-10 Spring Performance  
 6/11 Last Day of School for Students (half day)  
 6/11 Last Day of School Teachers  
 6/25 Dragon Boat Festival

July 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	