

## ADMISSIONS CHECKLIST

## FALL 2025 - SPRING 2026

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, 2023 - Mar 31, 2024	Nursery 1
2	Oct 1, 2022 - Sep 30, 2023	Nursery 2
3	Oct 1, 2021 - Sep 30, 2022	Preschool
4	Oct 1, 2020 - Sep 30, 2021	Pre-Kindergarten
5	Oct 1, 2019 - Sep 30, 2020	Kindergarten
6	Oct 1, 2018 - Sep 30, 2019	Grade 1
7	Oct 1, 2017 - Sep 30, 2018	Grade 2
8	Oct 1, 2016 - Sep 30, 2017	Grade 3
9	Oct 1, 2015 - Sep 30, 2016	Grade 4
10	Oct 1, 2014 - Sep 30, 2015	Grade 5
11	Oct 1, 2013 - Sep 30, 2014	Grade 6
12	Oct 1, 2012 - Sep 30, 2013	Grade 7
13	Oct 1, 2011 - Sep 30, 2012	Grade 8
14	Oct 1, 2010 - Sep 30, 2011	Grade 9
15	Oct 1, 2009 - Sep 30, 2010	Grade 10
16	Oct 1, 2008 - Sep 30, 2009	Grade 11
17	Oct 1, 2007 - Sep 30, 2008	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 Nursery 1, Nursery 2, 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

2025-2026 School Year	
August 18, 2025 - June 12, 2026	
Fall Semester Payment Deadline	Spring Semester Payment Deadline
May 31, 2025	November 15, 2025

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 15,000 applies for new and returning students for the Fall Semester. It will be applied to the tuition, and is due before <b>May 31, 2025</b> . For each semester of the academic school year, a cancellation fee of RMB 15,000 will be charged for the withdrawal of a student. Other cancellation penalties may also apply and are subject to the School Refund Policy.	¥ 15000
<b>English as an Additional Language (EAL) Fee</b>	An 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. The fee covers <b>one school year</b> , and it is <b>non refundable</b> .	¥ 10000
<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
Nursery	¥ 69,000.00	¥ 86,750.00	¥ 138,000.00	¥ 173,500.00
PYP Preschool	¥ 74,300.00	¥ 92,900.00	¥ 148,600.00	¥ 185,800.00
PYP Pre-Kindergarten	¥ 92,900.00		¥ 185,800.00	
PYP Kindergarten	¥ 105,000.00		¥ 210,000.00	
PYP Grades 1 - 5	¥ 128,500.00		¥ 257,000.00	
Grades 6 - 12	¥ 130,000.00		¥ 260,000.00	
<b>Note:</b> All new students who enroll after June 1 for the Fall Semester, and November 15 for the Spring Semester, must pay the non-refundable deposit of RMB 15000 before the school starts. The remainder tuition fee is due within 10 workdays 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 fee.				

Semester School Bus Fee (Optional)	
One Way	Round-Trip
¥ 7200.00	¥ 9900.00
<b>Note:</b> Please fill out the bus application form to apply for the bus service.	

Discounts	
Annual Tuition Discount	<b>5% Reduction</b> - When the annual tuition fee is received by March 31, 2025
Sibling Discount	A <b>10%</b> reduction of the tuition fee is applied to the youngest child of families enrolling two or more siblings.

\* The date of payment is determined by the school bank's acknowledgement. It is advisable to allow several lead days to avoid missing the deadline.

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: 18240188000108359  Name of bank: 江苏银行上海徐汇支行</p> <p><b>USD-美金账号</b>  Beneficiary: Shanghai Rainbow Bridge International School  Account Number: 135014709140000101  Name of bank: CHINA GUANGFA BANK, H.O.  Address of bank: No.713 EAST DONGFENG RD.YUEXIU DISTRICT, GUANGZHOU GUANGDONG PROVINCE CHINA CHN  Swift Code: GDBKCN22  CHIPS UID: 277028 (for USD only)</p>
<b>Once you make the payment, please forward a copy of your bank remittance to the Admissions Office</b> <b><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>	

#### 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 1 tuition payment deadline. After June 1, the seat will not be secured until the full semester fee is received. All fees are quoted in RMB currency. If you want to pay the tuition fees in US dollars, the exchange rate between US dollars and RMB will be in accordance with the real-time exchange rate.

#### 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 2025						
Sun	Mon	Tues	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						

8/1 Staff return  
8/4-7 New teacher orientation  
8/8 Full teacher return  
8/15 Family Orientation  
8/18 Fall Semester begins

February 2026						
Sun	Mon	Tues	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

2/14-2/23 CNY Holiday (no school)

September 2025						
Sun	Mon	Tues	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				

9/18 Open House  
9/27-10/6 Mid-autumn Festival  
& National holiday (no school)

March 2026						
Sun	Mon	Tues	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				

3/2-6 Literacy Week  
3/9-27 MAP testing  
3/28-4/5 Spring Holiday (no school)

October 2025						
Sun	Mon	Tues	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	

9/27-10/6 Mid-autumn Festival  
& National holiday (no school)  
10/25 Family Picnic  
10/13-31 MAP testing

April 2026						
Sun	Mon	Tues	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		

4/18 Earth Day  
4/24 Student-led Parent Teacher  
Conference  
4/20-24 International week

November 2025						
Sun	Mon	Tues	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						

11/3-4 Faculty PD Day (no school)  
11/14 Parent Teacher Conference  
11/24-28 STEM Week

May 2026						
Sun	Mon	Tues	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						

5/1-3 Labor Day Holiday (no school)  
5/30 Make-up day (if needed)

December 2025						
Sun	Mon	Tues	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			

12/6 Make-up day (if needed)  
12/10-12 Winter Performance  
12/13-1/4 Winter Holiday (no school)

June 2026						
Sun	Mon	Tues	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				

6/10-12 End of Year Performance  
6/12 Last day for students  
6/15-7/10 Summer School  
6/19 Dragon boat holiday

January 2026						
Sun	Mon	Tues	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

1/21 Last Day Fall Semester  
1/22 Spring Semester begins

July 2026						
Sun	Mon	Tues	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	

6/15-7/10 Summer School

Important Date

No School all off

Summer school

School Start/Finish

No School - Teachers work

No School - Staff Work