

Student Contract

Dear Parents,

This note is for a current and/or a prospective student.

You are strongly encouraged to thoroughly research the private education institution (PEI) conducting the course before signing up for any course. You should consider, for example, the reputation of the PEI, the teacher-student ratio of its classes, the qualifications of the teaching staff, and the course materials provided by the PEI.

By signing and returning the Student Contract (the "Contract"), you agree to the terms and conditions which will bind you and the PEI's offer of a place in a course of study offered or provided by the PEI.

For your own protection, you should review all the PEI's policies, and check carefully that you agree to all the terms of the Contract, including the details relating to each of the following sections, before signing the Contract:

- a. The duration of the course, including holidays and examination schedules, and contact hours by days and week;
- b. The total fees payable, including course fees and other related costs;
- c. Dates when respective payments are due;
- d. The refund policy in the event of voluntary withdrawal (by you) or enforced dismissal from the course or programme (by PEI);
- e. The dispute resolution methods available; and
- f. Information about the PEI's policies on academic and disciplinary matters.
- g. The degree or diploma of qualification, which will be awarded to you upon successful completion of the course.

If you have any doubt about the contents of the Contract, or if the terms are different from what the PEI has informed you previously, or advertised, you should always seek advice and/or clarifications before signing the Contract.

☐ **Tick the box to confirm that you have read and understood this advisory note before signing the Student Contract for your child.**

Date: _____(DD/MM/YYYY)

This Contract for academic year 2025-2026 is dated _____ (DD/MM/YYYY)
and made between:

HOLLAND INTERNATIONAL SCHOOL LIMITED ("the School")

(UEN No. 198202285D), a company incorporated in Singapore and having its registered address at 65 Bukit Tinggi Road Singapore 289757

AND

Full Name of Student ("Student") :

Passport Number and Country of Issue :

NRIC/FIN/Student Pass Number :

Nationality :

Date of Birth (DD/MM/YYYY) :

Contact Number in Singapore :

Singapore Residential Address :

PARENT

Full Name of Parent/Legal Guardian :

NRIC/Passport Number :

Passport Country of Issue :

Nationality :

Occupation :

Contact Number :

Address :

Hereinafter, each referred to as a "**Party**" and collectively referred to as "**Parties**".

References to "**Contracting Party**" in this Contract shall be deemed to include references to the student's parent or legal guardian, as the case may be.

WHEREAS:

1. DEFINITIONS

1.1. In the Contract, the following words and expressions shall have the following meanings:

"Board"	Shall refer to the Board of Directors of the School.
"Cooling-Off Period"	Shall refer to the period of ten (10) calendar days commencing from and including the date of this Contract.
"Confidential Information"	Shall refer to any financial or personal information or information that is disclosed by the Student to the School for the purposes of the furtherance of this Contract, and where identified or marked at the time of disclosure as being "Confidential" or words of similar import.
"Course Commencement Date"	Shall refer to the date of commencement of the Course as scheduled by the School and shall be as stated in Clause 2.3.
"Course Completion Date"	Shall refer to the date of completion of the Course as scheduled by the School and shall be as stated in Clause 2.3.
"Miscellaneous Fees"	Shall refer to the non-compulsory fees potentially chargeable by the School on account of, or arising from, the Student's undertaking of the Course.
"Principal"	Shall refer to the Principal of the School as at that time.
"Registration Fee"	Shall refer to the one-time non-refundable and non-transferable registration fee, which includes the application fee and the enrollment fee, as set out in Schedule 3.
"School Fees"	Shall refer to the school fees of the current school year for the Course as set out in Schedule 3.

2. COURSE INFORMATION AND FEES

- 2.1. Name of Course(s) : Preschool and/or Primary School
- 2.2. Full-time or Part-time Course : Preschool – Part-time or Full-time,
Primary School – Full-time only
- 2.3. Commencement & Completion Dates
- Commencement dates : Early/mid-August every year
- Completion dates : End of Group eight (8) Dutch Stream,
End of Year six (6) English Stream
- 2.4. Course Duration : Until Group eight (8) Dutch Stream,
Until Year six (6) English Stream
- 2.5. Course Details
Details of the Course are set out in the school prospectus on the School's website.
- 2.6. Dates of final examination (when applicable)
Details of the Course are set out in the school prospectus on the School's website.
- 2.7. Dates of release of results
The expected dates of the release of the results of the final examination shall be not more than three (3) months after the completion of the final examination.

The release of the results for Dutch Stream is the responsibility of AMN systems B.V. in The Netherlands.
- 2.8. Type of Qualification
- Name of the award to be conferred on the Student upon successful completion of the Course : Report Group eight (8) Dutch Stream,
Report Year six (6) English Stream
- Type of award : Certificate
- 2.9. Organization that develops the Course : Holland International School Limited
- 2.10. Organization which awards/confers the qualification : AMN systems B.V. (Dutch Stream)
Holland International School Limited
- 2.11. Expected award conferment date : End of Group eight (8) Dutch Stream,
End of Year six (6) English Stream

2.12. Registration Fees

The Registration Fee is payable upon enrolment at Holland International School Limited. A place in Holland International School Limited for the Student will only be confirmed upon the receipt of payment of the Registration Fee. The Contracting Party hereby agrees to pay the Registration Fees and authorize the School to invoice the Contracting Party for the Registration Fees.

2.13. School Fees

The School shall issue invoices for the School Fees to the Contracting Party on the dates as set out in Schedule 3. The Contracting Party shall pay the School Fees to the School within thirty (30) days from the date of the School's invoice.

In consideration of the School providing the Course to the Student which the Student has enrolled for, the Contracting Party hereby agrees to pay the School Fees and authorize the School to invoice the Contracting Party for the School Fees, or to invoice such other person or entity for the School Fees as the Student may nominate or direct, provided that the Contracting Party always retain full responsibility for payment of such fees in all circumstances.

The Contracting Party acknowledges and agrees that the School shall be entitled to revise the School Fees (including making retrospective adjustments) at any time during the Course by notifying the Contracting Party of such changes and obtaining acknowledgement of the same by the Student.

2.14. Miscellaneous Fees

In addition to the Registration Fees and School Fees, Miscellaneous Fees may be payable from time to time, which may include but are not limited to costs of school and sports attire, excursions, field trips and co-curricular activities.

2.15. Late Payment Fees

The Contracting Party shall pay the School Fees in the amount and by the timelines as stated in Clause 2.13 above and the Registration Fees and Miscellaneous Fees as per the timelines stated in each invoice issued by the School to the Contracting Party.

The School considers a payment made after the due date as set out in Clause 2.13, 2.14 and 2.15 for the School Fees and after the due date as set out in the invoices for the Registration Fees and Miscellaneous Fees as late.

In the event of late payment of the School Fees and Registration fee, the Contracting Party shall be liable to pay a late payment fee of S\$100 per calendar month from the date payment is due until full payment (inclusive of the applicable late payment fees) is received by the School.

In the event that the School Fees and Registration Fees are not fully paid by their corresponding due dates, the School has the right at its sole and absolute discretion to terminate this Contract and remove the Student from the Course while maintaining the claims for the fees unpaid.

3. TERMINATION AND REFUND POLICY

3.1. Notification and Arrangement

The School shall inform the Contracting Party within fourteen (14) working days if:

- (i) It fails, for any reason, to commence the Course on the Course Commencement Date;
- (ii) It terminates the Course, for any reason, prior to the Course Commencement Date;
- (iii) It fails, for any reason, to complete the Course by the Course Completion Date; or
- (iv) It terminates the Course, for any reason, prior to the Course Completion Date.

3.2. Alternative Study Arrangements

- (i) The School shall, within ten (10) working days of notifying the Contracting Party in writing of above circumstances as set out in Clause 3.1(i) to (iv) above, use reasonable efforts to make alternative study arrangements for the Student and shall propose such alternative study arrangements for the Student and shall propose such alternative study arrangements in writing to the Student.
- (ii) If the Contracting Party accepts such alternative study arrangements, the School shall set forth such alternative study arrangements in a written contract and this Contract shall automatically terminate on the date that such new written contract comes into effect.
- (iii) If the School does not propose alternative study arrangements to the Contracting Party within the time stipulated in Clause 3.2(i) above, or the Contracting Party does not accept such alternative study arrangements, the Contracting Party may forthwith terminate this Contract by way of written notice to the School.

3.3. Termination of Contract by the School

In the event that the Student's application for the Student Pass is rejected by the Immigration & Checkpoints Authority of Singapore, the School shall forthwith terminate this Contract by way of a written notice to the Contracting Party within fourteen (14) working days of being notified by the Contracting Party of the rejection of the Student's application for the Student Pass by way of written notice to the School.

3.4. Refund of School Fees and/or Miscellaneous Fees

- (i) With reference to Clause 3.1 and 3.2 above, where the Contract is terminated prior to the Course Commencement Date, the School shall refund all School Fees and Miscellaneous Fees paid by the Contracting Party within seven (7) working days of termination.
- (ii) With reference to Clause 3.1 and 3.2 above, where the Contract is terminated prior to the Course Completion Date, the School shall refund the School Fees and Miscellaneous Fees in proportion to the uncompleted portion of the term, to the Contracting Party within seven (7) working days of the termination.

- (iii) For the avoidance of doubt, the Miscellaneous Fees shall be refunded in proportion to the uncompleted portion of the rendered service or product that it pertains to, except where it is expressly provided that such item of the Miscellaneous Fees is non-refundable.

3.5. Withdrawal Without Cause

- (i) Notwithstanding anything herein contained, the Contracting Party shall be entitled to, without any liability whatsoever to the School, forthwith terminate the Contract at any time within the Cooling-Off Period by way of written notice to the School. The School shall return all School Fees and Miscellaneous Fees paid to it within seven (7) working days of receipt of such written notice, except where it is expressly provided that such item of the Miscellaneous Fees is non-refundable.
- (ii) Without prejudice to Clauses 3.1 to 3.5(i) above, the Contracting Party may terminate the Contract at any time before the Course Completion Date by providing a written notice to the School. Where the Student terminates the Contract after the Cooling-Off Period, the Contracting Party would not be entitled to the refund of the School Fees or Miscellaneous fees already paid prior to termination of the Contract.

4. OTHER TERMS OF ENROLMENT

4.1. Admission Policy

The student's enrolment in the School shall be subject to the Admission Policy set forth on the school website. The School reserves the right to refuse admission of any applicant to the School. The School's decision in this respect shall be final.

4.2. Membership of the School

Upon enrolment of the Student at the School, the parent or legal guardian of the Student (as the case may be) agrees to be a member of the School, a company limited by guarantee, and to abide by and be bound by the Memorandum and Articles of Association and all by-laws and regulations of the School for the time being. The parent or legal guardian of the Student shall execute such forms and do such acts as may be necessary to become a member of the School, including completing and returning to the School the membership application form in Schedule 1 of this Contract.

4.3. Personal Data Protection Rules and Regulations

The School shall endeavor to comply with all applicable data protection laws, applicable government internal policies and regulations on data protection and requirements, including but not limited to the Personal Data Protection Act 2012 ("**PDPA**"). For the avoidance of doubt, nevertheless, deemed consent is provided by the Contracting Party to the School for the collection, use or disclosure of the Student's personal data by the School for the purposes of performing this Contract, since such information is provided voluntarily.

5. GOVERNING LAW AND DISPUTE RESOLUTION

5.1. Governing Law

This Contract shall be governed by, and construed in accordance with, the laws of Singapore.

5.2. Grievance Procedure

Any disputes arising from this Contract or such other matter as may relate to the Student's enrolment at the School shall be referred to the Principal of the School for resolution.

5.3. Third Party Mediation

In the event that the Contracting Party and the School are unable to resolve a dispute in accordance with the grievance procedure referred to in Clause 5.2, the Contracting Party and the School shall refer the dispute to the Singapore Mediation Centre ("**SMC**") or Singapore Institute of Arbitrators ("**SIArb**") through the CPE Student Services Centre for mediation prior to instituting any legal action or proceedings. The Contracting Party and the School hereby agree to such procedures and to pay such fees as SMC or SIArb may prescribe from time to time for the purpose of resolving their dispute.

6. CHANGE IN OWNERSHIP / MANAGEMENT

The School shall inform the Contracting Party in the event of any change in ownership or shareholding structure of the School, and/or change in the management of the School.

The School shall inform the Contracting Party of such changes as soon as practicable, and in any event no later than fourteen (14) days after the change has been effected.

7. CONFIDENTIALITY

Parties shall not, without prior written consent of the other Party, disclose any Confidential Information of the other Party to any third party, except where the information is required to be disclosed to governmental or regulatory bodies or to a court of competent jurisdiction pursuant to any written law.

8. FORCE MAJEURE

- 8.1. In the event that the Parties shall be rendered unable to carry out the whole or any part of its obligations under this Contract for any reason beyond its control, including but not limited to acts of God, force majeure, strikes, war, riot and any other causes of such nature, then the Party's performance of the obligations hereunder as they are affected by such cause shall be excused during the continuance of any inability so caused, but such inability shall as far as possible be remedied with all reasonable despatch.

However, the other Party may terminate this Contract by written notice if such an event which prevents performance continues for more than thirty consecutive (30) days.

8.2. For the avoidance of doubt, this Clause 8 shall not apply to cases where:

- (i) The School is declared to be insolvent and/or a winding-up order made or bankruptcy issued by the Singapore court against the School; or
- (ii) The relevant authority(ies) issue(s) an order to cease and/or terminate the operations of the School, or the happening of anything of a similar nature under the laws of Singapore.

9. PRECEDENCE TO OTHER CONTRACTS

In the event of there being any inconsistency between the terms of this Contract and the terms of any other Contract (oral or written) entered into between the School and the Student either before or after the making of this Contract, the terms of this Contract shall prevail and the terms of such other Contract shall be deemed to be amended to the extent necessary for it to be read as being consistent with this Contract.

10. MISCELLANEOUS

- 10.1. Indulgence, Waiver, etc.: No failure on the part of any party to this Contract to exercise and no delay on the part of any party in exercising any right hereunder will operate as a release or waiver thereof, nor will any single or partial exercise of any right under this Contract preclude any other or further exercise of it.
- 10.2. Remedies: No remedy conferred by any of the provisions of this Contract is intended to be exclusive of any other remedy which is otherwise available at law, in equity, by statute or otherwise, and each and every other remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law, in equity, by statute or otherwise. The election of any one or more of such remedies by any of the parties to this Contract shall not constitute a waiver by such party of the right to pursue any other available remedies.
- 10.3. Severability of Provisions: If any provision of this Contract or part thereof is rendered void, illegal or unenforceable by any legislation to which it is subject, it shall be rendered void, illegal or unenforceable to that extent and it shall in no way affect or prejudice the enforceability of the remainder of such provision or the other provisions of this Contract.
- 10.4. Successors and Assigns: This Contract shall be binding upon, and ensure for the benefit of, the successors, personal representatives and permitted assigns of the parties provided that neither the School nor the Contracting Party shall be entitled to assign its rights and/or obligations under this Contract without the prior written consent of the other Party. In addition, School shall not be entitled to assign its rights and/or obligations under this Contract without the prior consent of the Council, irrespective of any consent or waiver by the Student.
- 10.5. Translations: In the event of any conflict or inconsistency between any term of this Contract in the English language and any translation thereof in any other language, the English language version of this Contract shall prevail.

10.6. Third Parties Rights: A person who is not a party to this Contract shall have no right under the Contracts (Right of Third Parties) Act 2001 to enforce any of its terms.

I have read, I understand, and accept the entire contents of all parts of this Contract, including Schedules 1 – 3 attached in this Contract.

In particular, I understand that by signing below, I agree to the following:

- **become a member of the School;**
- **enroll my child under the terms, conditions, and policies of the School;**
- **allow the School to collect, use or disclose the Student's contact details to staff and parents of the School;**

For and on behalf of the Student

SIGNED by the Student's Parent or Legal Guardian :

Name of the Parent or Legal Guardian :

NRIC/FIN/ Passport No :

Date :

Authorized Signatory of Holland International School Limited

SIGNED by Holland International School Limited : 

Name : Hennie Sheilds-Schipper

Date :

SCHEDULE 1 – MEMBERSHIP APPLICATION FORM

(Reference: Clause 4.4)

APPLICATION FORM MEMBERSHIP OF HOLLAND INTERNATIONAL SCHOOL LIMITED

We, _____ and _____
(Name) (Name)

of: _____
(Address)

, agree to become a member of **Holland International School Limited (“The Company”)**

If we are admitted as a member of the Company, we hereby agree to abide by and be bound by the Memorandum and Articles of Association and all by-laws and regulations of the Company for the time being.

Particulars of child studying at Holland International School	
Name	Date of Birth

SCHEDULE 2 – COURSE DETAILS

1. Scheduled holidays (public and school) and/or semester/term break for course

Public Holidays: Gazetted public holidays will be observed during each academic year. If a public holiday falls on a Sunday, the following Monday will be a public holiday. For a list of gazetted public holidays in Singapore, please refer to the Ministry of Manpower's website at www.mom.gov.sg

For a detailed timetable showing all scheduled holidays and vacation periods, please refer to HIS website Vakantierooster/Holiday schedule for each year of the Course. (Available for viewing or download at www.hollandinternationalschool.sg)

2. Compulsory education

In accordance with Section 3 of the Singapore Compulsory Education Act 2000, compulsory primary education applies to children who are Singapore citizens. Parents or guardians are responsible for ensuring that their child(ren) attend(s) primary school.

In accordance with Dutch Education legislation, compulsory education applies to children of 5 to 16 years. Parents or guardians are responsible for ensuring that their child(ren) attend(s) school. Children in group 1 of primary school are subject to the Leerplichtwet and to the rules the school performs on the presence and the follow up of the education. The Ministry of Education of the Netherlands verifies that the compulsory education is being complied with.

SCHEDULE 3 – REGISTRATION FEE, SCHOOL FEES AND WITHDRAWAL

Please note that the fees set out hereunder are subject to revision from time to time at the sole and absolute discretion of HIS, and the Student is advised to check Holland International School's website at www.hollandinternationalschool.sg for the latest fee structure. All amounts are including GST.

The School reserves the right to adjust the School Fees during a school year, should the School's financial position require this.

Invoices will be sent out by the 1st of June 2025, the 1st of October 2025 and the 1st of February 2026 for the 1st, 2nd and 3rd terms respectively and are payable within 30 days as stated in each invoice.

SCHOOL TERMS

The school year 2025-2026 consists of three terms:

- Term 1: 11 August 2025 – 12 December 2025
- Term 2: 5 January 2026 – 2 April 2026
- Term 3: 20 April 2026 – 26 June 2026

REGISTRATION FEE

For new students joining the preschool or the primary school

Consists of two components (reference is made to the HIS admission policy):

- S\$ 545 (non-refundable) per student upon application
- S\$ 3,270 (non-refundable) per student upon confirmation of admission

PRIMARY SCHOOL FEES

Dutch Stream Group 1-8 (4-12 year old students)

- S\$ 29,419 payable in three instalments per school term:
 - Term 1: S\$ 13,040
 - Term 2: S\$ 8,905
 - Term 3: S\$ 7,474

English Stream Reception-Year 5 (4-10 year old students)

- S\$ 29,419 payable in three instalments per school term:
 - Term 1: S\$ 13,040
 - Term 2: S\$ 8,905
 - Term 3: S\$ 7,474

Start after a school term has commenced (new student)

If a student joins after the commencement date of a term, the following fee structure applies:

- Joining after 20 October 2025: 50% of the term 1 school fee
- Joining after 22 February 2026: 50% of the term 2 school fee
- Joining after 24 May 2026: 50% of the term 3 school fee

Start after a school term has commenced (transfer from preschool)

If a student transfers from preschool to primary school (when turning 4 years old), the following fee structure applies:

- Transfer in Mid-October: 60% term 1 preschool fee 40% term 1 primary school fee

PRESCHOOL FEES

18 months – 4.5 year old student

<u>Term 1 school fee preschool (11 Aug 2025 to 12 Dec 2025)</u>	
3 half days ¹	S\$ 5,395
5 half days ¹	S\$ 8,318
3 full days ²	S\$ 7,486
5 full days	S\$ 11,936

<u>Term 2 school fee preschool (5 Jan 2026 to 2 April 2026)</u>	
3 half days ¹	S\$ 3,684
5 half days ¹	S\$ 5,680
3 full days ²	S\$ 5,112
5 full days	S\$ 8,152

<u>Term 3 school fee preschool (20 Apr 2026 to 26 June 2026)</u>	
3 half days ¹	S\$ 3,092
5 half days ¹	S\$ 4,767
3 full days ²	S\$ 4,290
5 full days	S\$ 6,842

¹ applicable only to Playgroup (not to Nursery or Transition Group)

² applicable only to Playgroup and Nursery (not to Transition Group)

Preschool hours:

Half day: 8.30 am – 12.30 pm

Full day: 8.30 am – 2.30 pm, except Fridays 8.30 am – 1.30 pm

Start after a preschool term has commenced:

If a student joins preschool after the commencement date of a term, the following preschool fees (based on 3 or 5 days) applies:

- After 20 October 2025: 50% of term 1 preschool fee
- After 22 February 2026: 50% of term 2 preschool fee
- After 24 May 2026: 50% of term 3 preschool fee

WITHDRAWAL – PRESCHOOL AND PRIMARY SCHOOL

The latest dates for notice of withdrawal are:

- For term 2: 19 September 2025
- For term 3: 16 January 2026
- For term 1³: 2 April 2026

If notice of withdrawal is not given on or before the above-mentioned date, the ensuing (pre-)school term fee will be charged in full. Terms of withdrawal also apply if enrolment is withdrawn before a student joins the (pre-)school. The HIS is not obliged to refund any school fees paid.

WITHDRAWAL DURING TERM – PRESCHOOL AND PRIMARY SCHOOL

Students can be withdrawn during a term as long as notice has been given upfront in accordance with the above-mentioned notice dates. For example: if you want to withdraw during term 2, you need to notify the HIS before 19 September 2025, otherwise, a full term will be charged.

For withdrawal during a term (in accordance with the notice period), the following (pre-) school fee structure applies:

- Withdrawal before 20 October 2025: 50% of the applicable term 1 fee
- Withdrawal before 22 February 2026: 50% of applicable term 2 fee
- Withdrawal before 24 May 2026: 50% applicable term 3 fee