

# **Admission of Tuition Fee Paying Children to a Bundeswehr School Abroad (German Section SHAPE International School)**

## **Information Sheet School Year 2026/ 2027**

### **1. Attendance of Bundeswehr schools abroad**

The Bundeswehr operates schools in foreign countries to provide school education to the children of Bundeswehr members serving abroad.

Attendance is gratuitous for the children of members of non tuition fee paying status groups<sup>1</sup> (1 and 3). The children of members of status groups 2 and 4 are subject to tuition fees.

The children of members of status groups 3 and 4 will be admitted on a space-available basis only. Admission will be at the discretion of the school principal following an eight-week trial period. It is without recognition of a legal obligation and is initially limited to one school year.

Bundeswehr schools impart the knowledge and skills required for attaining prescribed educational goals. This is effected by means of a standardized curriculum. Bundeswehr schools do not provide extracurricular care, all-day schooling or special education support. Cancelled lessons will be rescheduled, if possible. Any rescheduling of cancelled lessons will be fully at the discretion of the school.

Parents / legal guardians are to advise their children on adherence to school rules and the provisions under the School Education Act. A student may be expelled from school for severe violation of school regulations.

### **2. Obligatory tuition fees**

Parents / legal guardians are obliged to pay the monthly tuition fee by the established payment dates.

As for parents / legal guardians paying the international administration fee (IAF), such fees will be offset against the tuition fees listed below in the respective amounts paid.

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<sup>1</sup> See page 3 for definitions of status groups.

Tuition fees are as per the table below and are subject to annual adjustment.

|                           | <b>1<sup>st</sup> child and further children</b> |
|---------------------------|--------------------------------------------------|
| <b>Elementary school</b>  | 486.00 € per month                               |
| <b>Secondary level I</b>  | 546.00 € per month                               |
| <b>Secondary level II</b> | 606.00 € per month                               |

Tuition fees are payable throughout the school year, including school holiday periods. Fees shall not be reduced on the grounds of cancelled lessons.

Tuition fees do not cover any additional expenses, as may be incurred for class field trips, for example. If a student joins or leaves school during the school year, tuition fees will be charged for the full month in which the student joins or leaves school.

### **3. Accident insurance and liability**

Furnishing proof of adequate liability insurance and accident insurance is mandatory for students to be admitted to Bundeswehr schools abroad.

Students and parents / legal guardians shall exempt the school sponsoring body and all persons entrusted by it with student supervision and/or teaching tasks from any and all liability claims. This shall not apply to cases of intent or gross negligence.

Furthermore, the school shall not be held liable for any personal items brought to school (such as clothes, technical devices, bicycles, purses and items of value).

Students and parents / legal guardians will be jointly and severally held liable for non-compliance with any of the aforesaid obligations.

### **4. Points of contact**

Points of contact are: the local Office of Defense Administration for issues concerning eligibility status, tuition fees and insurance rules; the school staff for questions as to a student's school career, curriculum-related issues, school operation and school life.

| Status group                                                                                                                                                                                                                                             | 1.                                                                     | 2.                                                                                     | 3.                                                                                             | 4.                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                          | Entitled to attend the German Section of the SIS <b>free of charge</b> | <b>Entitled to</b> attend the German Section of the SIS <b>upon payment of tuition</b> | Entitled to attend the German Section of the SIS <b>free of charge</b> if places are available | Entitled to attend the German Section of the SIS <b>upon payment of tuition</b> if places are available |
| Children of <b>active-duty</b> members of the Bundeswehr irrespective of their status                                                                                                                                                                    | X                                                                      |                                                                                        |                                                                                                |                                                                                                         |
| Children of citizens of the nations that have signed the 2020 Memorandum of Understanding (MOU) <sup>2</sup> and that pay a share of the SHAPE International School (SIS) operating costs which corresponds to the number of their students <sup>3</sup> |                                                                        |                                                                                        | X                                                                                              |                                                                                                         |
| Children of citizens of NATO partner countries <sup>4</sup>                                                                                                                                                                                              |                                                                        |                                                                                        |                                                                                                | X                                                                                                       |
| Children of members of nations that have <b>not</b> signed the 2020 MOU                                                                                                                                                                                  |                                                                        |                                                                                        |                                                                                                | X                                                                                                       |
| Children of NATO international civilians (if they are members of the Bundeswehr in a leave status without monetary payments and remuneration in kind)                                                                                                    |                                                                        | X                                                                                      |                                                                                                |                                                                                                         |
| Children of NATO international civilians (all others, irrespective of nationality)                                                                                                                                                                       |                                                                        |                                                                                        |                                                                                                | X                                                                                                       |

<sup>2</sup> SHAPE, Memorandum of Understanding Regarding the Organisation, Administration and Funding of the SHAPE International School as of 11 March 2020

<sup>3</sup> Currently, these nations are Albania, Belgium, Bulgaria, Canada, Croatia, the Czech Republic, Denmark, Estonia, Latvia, Lithuania, Montenegro, Greece, Hungary, Italy, the Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Turkey, the United Kingdom, and the United States.

<sup>4</sup> Children of citizens of those NATO partner countries that, in accordance with section 7(10)(a) of the Memorandum of Understanding Regarding the Organisation, Administration and Funding of the SHAPE International School as of 11 March 2020, are not charged the International Administration Fee (IAF) are exempt from paying tuition.

|                                                                        |  |  |  |   |
|------------------------------------------------------------------------|--|--|--|---|
|                                                                        |  |  |  |   |
| Children of employees of contractors working for the Bundeswehr abroad |  |  |  | X |

**To be retained by the Office of Defense Administration:**

Name of

student:

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Address:

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I / we hereby confirm receipt of a copy of the information sheet on "Admission of Tuition Fee Paying Children to a Bundeswehr School Abroad"

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Place

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Date

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Signatures of parents / legal guardians

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