



# FEE SCHEDULE

**2024 - 2025**

For additional information visit [www.marist.ac.jp](http://www.marist.ac.jp)

# 2024-2025 FEE SCHEDULE

Annual Tuition Fees	2024-2025
PYP Early Years	¥ 1,548,660
PYP Grades 1 - 5	¥ 1,778,680
MYP Grades 6 - 10	¥ 1,875,140
DP Grades 11 - 12	¥ 1,883,620

## New & Returning Students:

Annual Mandatory Fee	2024-2025
Maintenance and Technology	¥ 170,000

Other Expenses	2024-2025
IB Diploma Fee (Grades 11 & 12)	¥ 70,000
Grade 5 and 6 Graduation	¥ 20,000
Grade 12 Graduation	¥ 45,000

## New Students:

One Time Fees	2024-2025
Application	¥ 60,000
Registration	¥ 310,000
Development Fund	¥ 320,000

## Bus Fees:

Ashiya Route - Pick Up Location	Fee
Ashiya	¥ 300,000
Settsu Motoyama	¥ 285,000
Mikage	¥ 285,000
Rokkomichi	¥ 285,000
Sannomiya 1	¥ 190,000
Sannomiya 2	¥ 190,000

Shioya Route - Pick Up Location	Fee
James Yama (Aeon Mall)	¥ 85,000
Matsusaka Dental Clinic	¥ 85,000
Shioya Country Club	¥ 85,000

## Marist Brothers International School Bank Information

Marist Bros. Int'l School  
Sumitomo Mitsui Banking Corporation  
Suma Branch  
Ordinary Account  
No. 3496349

(学) マリスト国際学校  
三井住友銀行  
須磨支店  
普通預金  
No. 3496349

Please make the payment in the student's name.

お振込みは生徒名でお願いいたします

**Bank transfer fees must be paid at your own expense.**

**振込み手数料は、支払者様負担となります**

Credit Card Payments: Please contact the Finance Team if you wish to pay by credit card. Please note that credit card payments incur a surcharge of 5%.

クレジットカード払いをご希望の場合は、財務部までお知らせ下さい。なお、クレジットカードでのお支払になる場合、別途5%の手数料が掛かります。

1. Provide student name and ID No. when depositing fees.
2. Ensure the school receives the full amount. Bank transfer fees are the payer's responsibility.
3. If a printed invoice is required, contact the Finance Team.
1. お振込みの際には、学生の氏名と学生証番号を明記してください。
2. 銀行振込手数料は振込人負担となります。
3. 請求書が書面にて必要な場合は、財務部宛にご連絡ください。

If you are transferring money from overseas you need these additional information.

Swift Code: SMBCJPJT

SMBC Suma branch address: 2-4-2 Tsukimiyama Honmachi, Suma-ku, Kobe 654-0051



## Enrolment and Re-enrolment

Re-enrolment at MBIS is an annual process, and families must inform the school during the online registration period (taking place in April each year) of their intention to re-enroll their child(ren) for the upcoming academic year. Re-enrolment is contingent upon:

- the school being able to continue to adequately address a student's needs
- student behavior in accordance with the school values and guidelines
- all financial accounts current and in good standing

Should a family not inform the school of their intention to re-enroll a student by the deadline for the re-enrolment period, the school reserves the right to offer the space to a prospective family seeking enrolment.

### 在学継続手続きと入学手続き

本校では毎年次年度の在学継続手続きをお願いしております。在学継続手続き期間中(毎年4月)に次年度の在学継続の有無をお知らせください。在学継続には下記が前提となります。:

- 学校が生徒のニーズに適切に対応できること
- 生徒の行動が学校の価値観とガイドラインに沿っていること
- 学費その他費用の滞納がないこと

期間中に在学継続手続きがなされない場合、本校は他の入学希望者に当該スペースを提供する権利を有します。

### Disclosure Statement

MBIS believes in a virtuous cycle of transparency, support and constructive collaboration amongst its faculty and staff, students, and parents. The admissions process is an opportunity to share accurate and meaningful information with our transition specialists to support student academic, social, and emotional well-being. On the rare occasion where key information is knowingly withheld or obscured, the school reserves the right to refuse admission or withdraw a place already offered. If student or parent behavior directly violates the values of the community as stated in our Handbooks, the school reserves the right to request the withdrawal of the individual(s) or family(ies) concerned. MBIS will review annually its Admissions Policy to ensure alignment and coherency with the school's Guiding Statements and reserves the right to modify the policy, as appropriate. Subject to internal governing by laws, all modifications will be subject to review and approval by the MBIS Board of Directors and Trustees.

MBIS adheres to international best practices regarding General Data Protection and the protection of personal information. Through written request, a family or student may request removal of personal details from the school database or revoke photo permissions previously accorded during the registration process. All members, prospective or current, are encouraged to contact the school with any questions or concerns about how MBIS processes and protects personal data.

### 情報開示

本校では教職員、生徒、保護者間における透明性や相互援助、建設的な協力の好循環に重きをおいています。在学継続手続きは、生徒の学業的、社会的、心身におけるウェルネスをサポートするためにも、本校の各スペシャリストと正確かつ有意義な情報を共有いただける機会です。まれに重要な情報が故意に隠されたり、不明瞭にされることがありますが、その場合本校は入学の拒否または取消の権利を有します。生徒または保護者の行動が本校のハンドブックに記載されているコミュニティの価値観に直接反する場合、本校は当該生徒または家族に退学を要求する権利を有します。本校は指導方針との整合性と一貫性を確保するため、毎年アドミッションポリシーを見直し、必要に応じてポリシーを修正する権利を有します。内部規定法に従い、すべての変更はMBIS理事会および評議員会の審査と承認を受けるものとします。

### Contract of Enrolment

Enrolment is subject to the availability of places within the School. If the School reserves a place for a student and offers enrolment, then, subject to payment of the Registration Fee and Development Fund, this Contract of Enrolment is binding as a contract on the School and the applicant/s. Additionally, parents and students should be familiar with the content in the [Student and Parent Handbook](#).

### 入学にあたっての同意

入学は本校の空席状況により決定されます。本校が生徒の入学枠を確保し入学を許可した場合、入学金、開発費用の支払いを前提に本校と入学希望者間に契約が成立します。加えて、保護者ならびに生徒はハンドブックの内容をよく理解ください。

### Payment of Fees

Application fees (non-refundable) are payable upon submission of the complete online application form. Registration fees (non-refundable) and the Development Fund are payable within 14 days of receiving the invoice. Tuition fees are payable no later than three weeks prior to the commencement of class. Monthly payments are approved for special cases only.



The School may cancel the enrolment of any student enrolled if tuition fees, course fees and other fees have not been paid by the dates specified.

Upon request, the following payment options are available:

Early Bird Payment - Upon receiving invoice and by 31 May

Annual Tuition - Upon receiving invoice

Semester Tuition - Upon receiving invoice

Monthly - by approval from the Head of School

- Annual tuition fees and other fees can be paid in the following ways:
- Bank Transfer
- Credit Card Payment (surcharge of 5%)

Visit <https://marist.ac.jp/tuition-and-fees> or scan the QR code for more information.



## 学費の支払

授業料ならびにその他の費用は始業日の3週間前までにお支払いください。月払いは特別なケースのみ承認されます。本校は指定された期日までに授業料、コース費用その他の費用が支払われない場合は入学を取り消すことがあります。

早期支払い(アーリーバード) - 請求書を受領後、5月31日までの支払い

一括払い - 請求書を受領後、1年分の支払い

学期払い - 請求書を受領後、前期・後期に分けての支払い

月払い - 学校長の承認を要します

- ・ 年間授業料およびその他の費用は、以下の方法でお支払いいただけます:
- ・ 銀行振込
- ・ クレジットカード(手数料 5%)

学費についての詳細は本校ホームページ (<https://marist.ac.jp/tuition-and-fees>) をご覧いただくか、添付のQRコードをご覧ください。



## Cancellation/Withdrawals

All notices of cancellation/withdrawal should be advised in writing to the Head of School (or head of section). Advice of cancellation/withdrawal should be given at the earliest possible time and in any case at least six school weeks before it is effective. Tuition fees are payable until the end of the six school weeks' notice period.

In semester two, notice of cancellation/withdrawal must be received at least six weeks before the end of the semester. Where no notice is given, a fee to the amount of 25% (twenty-five percent) of the annual tuition fees and any applicable fees will be charged, payable to the school in lieu of notice.

## 入学辞退・退学

入学辞退・退学の通知はすべて学校長(または幼初等科・中高等科各主任)宛に書面で通知することが求められます。入学辞退・退学の連絡は可能な限り早い時期に、またいかなる場合でも遅くとも入学予定日あるいは退学日の6週間前までに行うことが求められます。授業料は6週間の通知期間の終了日までお支払いいただけます。

入学辞退・退学が第2学期 (Semester 2) にあたる場合、学期終了の6週間前までに入学辞退・退学の通知を行うことが求められます。通知がない場合、年間授業料の25%および適用される手数料を請求させていただきます。

## Withdrawal Procedure

Parents contact the school by phone, email or in person and inform the school of their intention to withdraw. The school then provides instructions about completing a withdrawal form via OpenAppy or a hard copy form that is scanned and uploaded to OpenApply. The Admissions Team will then notify the Head of Section about the student(s) who has completed the withdrawal process and arrange an exit meeting with the Head of Section. Exit meetings with the Head of Section should clarify reasons for withdrawal and discuss any specific requirements related to document requests.

## 退学手続き

保護者は電話、Eメール、または直接本校に出向いて退学の意思をお伝えください。その後本校はOpenAppyによるオンライン手続き、または退学届フォームのアップロードの仕方について説明します。入学担当者チームは退学手続きを完了した生徒について幼初等科・中高等科主任にその旨を通知し、退学における面談を手配します。退学における面談では退学の理由を明確にするとともに退学に際しての必要書類について話し合います。



## Refunds

If written notice is received at least six school weeks prior to cancellation/withdrawal, a prorata refund on tuition fees is made according to school policy. Please note that the Application Fee, Registration Fee, Development Fund and mandatory fees are non-refundable. The school will not refund the tuition fees of any student whose offer of place is withdrawn because of incorrect and/or fraudulent documentation, from a period beginning six school weeks prior to school commencement. The school will not refund tuition fees of any student removed from the school roll through non-attendance or expulsion. The School may cancel the enrolment of any student who is absent for twenty-one school days (in any one year) with no satisfactory explanation.

## 返金

本校が入学辞退・退学の通知を6週間前までに書面で受領した場合、本校の方針に従い授業料を日割り計算して返金します。入学検定料 (Application Fee)、入学金 (Registration Fee)、開発費用 (Development Fund)、および必須費用は返金いたしません。入学日まで6週間に満たない生徒が、虚偽あるいは不正な書類の提出により入学許可を取り消された場合は、授業料の返金は致しません。不登校または退学処分となった生徒の授業料は返金いたしません。本校は十分な説明がなく1年間に21日以上欠席した生徒の入学を取り消すことがあります。

## Infringement of Rules

If a student does not comply with the School rules, as amended from time to time, the School reserves the right to suspend or expel the student. No refund of fees will be made.

## 規則違反・反則

学校規則に従わない場合、本校は生徒を停学または退学させる権利を有します。この場合、授業料は返金いたしません。

## Liability

To the fullest extent permitted by law or in fairness, the School shall under no circumstances be liable to the student or the applicant/s or any other person, for direct or indirect, or consequential loss or damage of any kind, arising out of, or attributable to any breach by the School of its obligations under the Contract of Enrolment, negligence on the part of the School, or any act or thing done or not done by the School. For this Contract of Enrolment, consequential loss shall include (without limitation) loss of income or profit and damage to persons or property.

## 損害

法律または模範の範囲で、いかなる状況においても本校による入学契約上の義務違反、本校側の過失、本校が行った行為、または行わなかった行為に起因する、直接的または間接的、あるいは派生的な損失または損害について、生徒または入学希望者、その他のいかなる人に対しても責任を負わないものとします。本入学の同意書には、収入または利益の損失、人または物に対する損害（その範囲は限定しないものとする）（その範囲は限定しないものとする）（その範囲を限定することは）が含まれます。

## Obligation by the School

The School undertakes to provide tuition as set down from time to time in the prospectus (website). The School may decline to offer a subject if there are insufficient students wishing to study it, or there is no staff member available to teach the course. In such cases, every effort will be made to find a replacement teacher or to offer other courses. At times, it may also be necessary to close the roll in a subject if it is deemed to be full by the Head of School.

## 本校の義務

本校は入学案内（ホームページ）に定められた授業科目を提供することを約束します。受講希望者が少ない場合、または当該授業科目を担当できるスタッフがいない場合、本校は当該授業科目の提供を断ることがあります。このような状況が生じた場合、本校は代替教員を手配する、もしくは代替授業の提供ができるようあらゆる努力をします。また、学校長により定員に達したと判断された場合、当該授業科目の登録を締め切ることがあります。

## Privacy

The information collected by the School during the Admissions and Enrollment processes and during the period in which the student is enrolled at the School is intended for use in connection with the education and wellbeing of the student and may be used by any of the staff or faculty of the School or consultant to the School in connection with that purpose. Information may be retained to enable the School to contact former students. Students have the right of access to and correction of personal information collected by the School.

## プライバシー

本校が入学手続きおよび在籍期間中に収集した情報は、生徒の教育および福利厚生に関連する目的で使用され、当校のスタッフ、教職員、または本校のコンサルタントがその目的に関連して使用することがあります。既得情報は本校が元在校生と連絡を取るために保持されることがあります。生徒は本校が収集した個人情報にアクセスし訂正する権利を有します。

