

Financial Regulations 2025-2026 School Year

Private

Two-Tier Fee Structure

HIS uses a two-tier fee system: a 'Corporate' rate for corporate-sponsored families, and a Private rate for private individuals. Please note that the Private rate is not available if a family's employer contributes to tuition payments in any way or form.

For all grade levels, and for non-corporate families only, tuition fees are discounted by 25% for the second child and by 75% for the third child from any one family. Discounts do not apply to fees other than tuition.

Tuition ⁽¹⁾ and Other Fees

	Fees
Early Childhood Class (EC3, EC4 & Kindergarten) ⁽²⁾	
Annual Tuition Fee	¥1,313,000
Grade 1 to Grade 12	
Grade 1 – Grade 8 Annual Tuition Fee	¥1,669,000
Grades 9 -12 Annual Tuition Fee	¥1,701,000
Other Fees	
Application Fee ⁽³⁾	¥20,000
One-Time Registration Fee ⁽⁴⁾	¥220,000
One-Time Facility Maintenance Fee ⁽⁴⁾	¥110,000
Annual Capital Fee ⁽⁵⁾	¥100,000
Annual Bus Fee (not including consumption tax)	¥235,000
EAL Tuition (Grade 1 and above) ⁽⁶⁾	¥100,000
IB Diploma Examination Fee (Grade 12 only) ⁽⁷⁾	Per IB exam entered

Explanation of Fees

- (1) Tuition fees include all charges except expenses resulting from overnight and special excursions, the student bus service, parent (PTA) organized events, private tutoring (including music lessons) and such after-school activities and clubs which are taught by non-HIS staff.
- (2) Students in the EC3, EC4 and Kindergarten class pay only the annual tuition fee, together with the application fee at the time of admission to HIS. No other one-off fees are ever payable, and no other annual fee until entering Grade 1.
- (3) The Application Fee should be submitted along with the Application Form for all students in all Grades and is not refundable.
- (4) The Registration Fee and Facility Maintenance Fee are one-time fees, payable prior to actual enrolment, and are not refundable. These fees are not charged for students enrolling in classes below Grade 1.
- (5) The Capital Fee is an annual fee payable at the start of the school year, and is not refundable. It is not charged for students in classes below Grade 1.
- (6) This fee is payable each year for a three year period.
- (7) Parents will be invoiced during Grade 12 for the actual cost of entering their child for examinations in their chosen IB subjects: this will include all examination fees plus an amount to cover the cost of sending examination papers to examiners by courier. IB Diploma fee details can be found at <https://www.ibo.org/become/fees/assessmentfees/>

Payment Procedures

Tuition and other fees are quoted in Japanese Yen and can be paid in two ways:

- One time in full by the first day of the school year;
- In four instalments:
 - 30% by 31st July 2025;
 - 30% by 17th October 2025;
 - 25% by 16th January 2026;
 - 15% by 20th March 2026.

In cases where students start the year after the first day of the school year, first payments (including initial fees) are due prior to the child's first day of school.

The school requests that all fees be paid by bank transfer: any applicable bank or handling charges must be paid by the parent, not the school.

Late Enrolment/Early Withdrawal

Students who enrol or are withdrawn during the course of the year are charged tuition fees according to the schedule below.

Enrolment on or before 10 th October	100%	of the annual tuition fee
Enrolment on or before 23 rd January	85%	of the annual tuition fee
Enrolment on or before 20 th March	55%	of the annual tuition fee
Enrolment after 23 rd March	35%	of the annual tuition fee
Withdrawal on or before 23 rd January	60%	of the annual tuition fee
Withdrawal on or before 20 th March	85%	of the annual tuition fee
Withdrawal after 23 rd March	100%	of the annual tuition fee

Financial Delinquency

HIS will charge a weekly late fee of ¥2,000 for payments not received by the invoice-specified due date. Failure to pay required fees, including late fees, within 30 days of notice by HIS may result in dismissal of student and non-release of student transcripts.

Please note that a subsidy may also be available from Hiroshima Prefecture for families who are experiencing financial difficulties. Details are available in the School Office.

I/We agree to and will comply with the conditions and terms described above for the School Year **2025-2026**.

Full name : _____

I declare that my employer does not contribute to tuition payments for my children in any way or form.

Please select your choice of payment below:

- I will pay the fees in **full** by the first day of the school year.
- I will pay the fees **four times per year** according to the above schedule.

Signature: _____ Date: _____

Address for invoice:
