

WIS DIRECT DEBIT AUTHORIZATION FORM
TEN PAYMENT PLAN STUDENT ACCOUNTS 2017-2018

Name of Payer, Address & Phone: _____

Student's Name & Grade: _____

All direct debits are processed on the 15th of the month, May 2017 through February 2018. If the 15th of the month falls on a weekend/holiday/or other day processing is not possible, the direct debit will be done on the next business day. Any unsuccessful direct debit will be assessed a \$25 fee on the student account. Confirmation of successful direct debits will be your bank statements.

A separate form must be completed for each student each year. However, payments for all students in a family will be processed as one direct debit each month. The chart below outlines typical amounts and installments for each grade level. Incidental fees such as lost library books or lunch vouchers should be paid by check. Since the WISPA fee is voluntary, it is not included in direct debit. Contact Student Billing at 202-243-1813 or studentbilling@wis.edu with questions.

Includes Tuition, IB (for Gr. 12), Payment Plan Fee, Deposit, and Capital Levy (for new students only)	Preschool	PK	KG - 5	6-8	9-11	12
RETURNING STUDENTS - Total Annual Amount paid by Direct Debit		31,670	34,460	38,490	39,060	40,310
May only (incl. plan fee +\$200 and advance deposit -\$1,000)		2,447	2,726	3,129	3,186	3,311
June through February		3,247	3,526	3,929	3,986	4,111
	Preschool	PK	KG - 5	6-8	9-11	12
NEW STUDENTS - Total annual amount paid by Direct Debit	27,200	34,170	36,960	40,990	41,560	42,810
May only (incl. plan fee +\$200 and advance deposit -\$1,000)	2,000	2,697	2,976	3,379	3,436	3,561
June through February	2,800	3,497	3,776	4,179	4,236	4,361
Installments for students with aid are all 1/10 of the annual obligation						
Contact Student Billing for Dutch Amounts						

To initiate direct debit, complete the following section, sign at the bottom and return by 5/8/17

I, _____, authorize Washington International School to process ten direct debits beginning May 15, 2017, and ending February 15, 2018. The appropriate total annual amount to be processed through direct debit will be taken from the chart above. I understand that the May installment will be \$800 less than all subsequent installments (Includes credit for \$1,000 enrollment deposit less one-time \$200 ten payment plan fee.)

If you want to use the same account as last year, check here

If this is a new account, include a voided check or deposit ticket. Savings Checking

***If you want to use the direct debit to pay for non-tuition charges, check here**

To discontinue direct debit, complete the following section, sign at the very bottom, and return at least 10 days before the next scheduled debit

I, _____, direct Washington International School to stop processing direct debits for my ten payment plan as of (date) _____. I understand that any unpaid amount must be paid by check on the same schedule, (i.e. by the 15th of each month).

Signature*: _____ **Date:** _____

***I am a duly authorized signer on the Financial Institution Account identified.**