

**WIS DIRECT DEBIT AUTHORIZATION FORM**  
**MONTHLY PAYMENT PLAN - 2019-2020**

Name of Payer, Address & Phone: \_\_\_\_\_

Student's Name & Grade: \_\_\_\_\_

All direct debits are processed on the 15<sup>th</sup> of the month, May 2019 through February 2020 (for tuition) and until June 2020 for non-tuition charges. If the 15<sup>th</sup> 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 \$30 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. **Non-tuition charges will be added to monthly debit amounts if you selected below to pay via direct debit.**  
**\*Installments for students with aid are all 1/10 of the annual obligation**

<b><u>RETURNING STUDENTS</u></b>						
<b>TOTAL ANNUAL AMOUNT PAID BY DIRECT DEBIT</b>		<b>PK</b>	<b>KG - 5</b>	<b>6-8</b>	<b>9-11</b>	<b>12</b>
<b>Includes Tuition &amp; IB (for Gr. 12 only)</b>		<b>34,890</b>	<b>37,880</b>	<b>42,220</b>	<b>42,830</b>	<b>44,080</b>
May only (includes payment plan fee +\$200)		3,689	3,988	4,422	4,483	4,608
June through February*		3,489	3,788	4,222	4,283	4,408

*\*Advance deposit will be applied to the February payment*

<b><u>NEW STUDENTS</u></b>						
<b>TOTAL ANNUAL AMOUNT PAID BY DIRECT DEBIT</b>	<b>PS</b>	<b>PK</b>	<b>KG - 5</b>	<b>6-8</b>	<b>9-11</b>	<b>12</b>
<b>Includes Tuition, Capital Levy &amp; IB (for Gr. 12 only)</b>	<b>29,900</b>	<b>37,390</b>	<b>40,380</b>	<b>44,720</b>	<b>45,330</b>	<b>46,580</b>
May only (includes payment plan fee +\$200)	3,190	3,939	4,238	4,672	4,733	4,858
June through February*	2,990	3,739	4,038	4,472	4,533	4,658

*\*Advance deposit will be applied to the February payment*

**To initiate direct debit, complete the following section, sign at the bottom and return by 5/7/19**

I, \_\_\_\_\_, authorize Washington International School to process ten direct debits beginning May 15, 2019, and ending February 15, 2020. 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 \$200 more than all subsequent installments (Includes one-time \$200 ten payment plan fees) and that February installment will be \$1,000 less than all other installments (**includes credit of advanced deposit of \$1,000 collected at the time of enrollment**)

☐ check here, if using the direct debit to pay for **non-tuition** charges (*payment will be processed until June*).

☐ check here, if using the same bank account as last year.

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

**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 15<sup>th</sup> of each month).

**Signature\*:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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