

AIS Parents Rules

Article 1 - Purpose

The purpose of these *AIS Parents Rules* is to clarify the contractual relationship between the parents/guardians of students at Aichi International School (hereinafter AIS) and its management company, NIP Corporation.

Article 2 - Former NIP and Current AIS

1. AIS is a privately-owned education provider operated by NIP Corporation, a non-educational corporation.
2. The former NIP (Nagoya International Preschool) is the predecessor of AIS, and continues currently as the kindergarten section of AIS.
3. AIS currently houses the kindergarten and elementary school within the same site and facilities, and adopts various coordinated operations for management purposes.
4. Nonetheless, the kindergarten and elementary school have respective independent entrance criteria, and as such, unconditional advancement to the elementary school upon graduation from the kindergarten is not promised.

Article 3 - Definitions

1. AIS defines *Parents* as the parents or guardians of any child who has applied and been accepted to enter AIS in accordance with these terms outlined herein.
2. *Family* is defined as any family registered at AIS by parents.
3. *AIS Student* is defined as any student accepted by AIS to attend AIS.

Article 4 - Change of Details

1. Notification of any changes of details, such as name, address, telephone number, workplace, emergency contact, bank account, family, etc., require parents to provide necessary documentation to AIS as soon as possible.
2. Nonetheless, providing details by telephone may be acceptable where AIS deems appropriate.

Article 5 - Duration of Contract with Parents

1. The contractual relationship between parents and NIP Corporation commences once AIS has sent notification of acceptance and all entrance fees have been paid.
2. The contractual period as parents extends from the day the condition in Article 5.1 above is met until the day the AIS student's attendance ends.
3. Moreover, any infringement of these 'AIS Parents Rules', such as failure to pay in full by the specified date all and any fees including *tuition, supply fees, building fees*, etc. for the new school year, shall result in written notification stating that parental entitlement has become invalid, and as such the AIS student will no longer be registered as a student at AIS.

Article 6 - Provision of Education

1. Parents shall accept the educational ideals and policy of AIS, and allow AIS to provide education for the AIS student.
2. The relationship between parents and AIS with regard to provision of education is an annual contractual relationship based on agreement by both parties.
3. In principle, AIS takes responsibility for providing daily

education to AIS students.

4. However, parents may request explanation with regard to the educational content if deemed necessary.

Article 7 - Oath

AIS promises to parents that it will duly adhere to general laws regarding child welfare and education, and faithfully provide education in accordance.

Article 8 - Education Curriculum

1. AIS will provide education in accordance with various rules, such as application guidelines and school rules, etc., as noted in separate documents provided, as well as in accordance with the *Curriculum Guidelines* of the Ministry of Education, Culture, Sports, Science and Technology - Japan.
2. AIS may amend the aforementioned rules, such as *application guidelines* and *school rules*, etc., when deemed necessary.
3. Parents shall maintain strong support and deep trust in the education curriculum of AIS, and cooperate positively with the operation of the school. Moreover, parents must not, for any reason, engage in speech or behavior which will harm the mutual relationship of trust, or impede the stringent implementation of the AIS school rules. Any speech or action taken in violation of this rule shall result in the parental contract being revoked, and the child no longer regarded as a student at AIS.

Article 9 - Parent Meetings

1. When the need arises to make contact or provide explanation to all parents, the headmaster will arrange a meeting.

2. Moreover, parents may at any time utilize the *Comments Box* located next to the staff room to provide opinions on any matter.

Article 10 - Application Fee, Entrance Fee

1. Parents shall pay the appropriate *application fee* at time of application as payment for consideration of selection to AIS.
2. Parents shall pay the separate *entrance fee* following notification of acceptance within the stated payment period.
3. Paid *application fees* will not be refunded under any circumstances.
4. If a family should decide to decline the entrance acceptance after payment of the *entrance fee*, AIS will keep 50% of the total amount as reimbursement for loss of opportunity to attract other students during the application period. The remaining 50% will be refunded.

Article 11 - Advancement to New Grade

1. Parents shall each year submit the *Confirmation of Advancement to New Grade* and make full payment of the *Grade Advancement Reservation Fee* by the specified date. If the application form or payment is not received within the specified period, advancement to a new grade in the following year will not be guaranteed.
2. However, 11.1 will not apply in the case whereby AIS agrees in writing to change the date for submission, or the student needs to change schools mid-year due to unforeseen circumstances of the parent, such as sudden work transfer.

Article 12 - Tuition, Supply Fees, Building Fees, etc.

1. Parents shall pay tuition, supply fees and building fees, etc. to AIS each school year.
2. Calculation of payment shall be made of all tuition, supply fees, building fees, other charges, and consumption tax for each applicable school year at AIS.
3. Parents shall make complete payment of all costs in 12.2 in accordance with the method specified in the AIS *Application Guidelines*.
4. In the event whereby a student terminates attendance or takes extended absence during the school year due to family circumstances, partial refund of any paid tuition, supply fees, building fees, etc. may be given in accordance with the stipulations in the *Application Guidelines*.

Article 13 - Continuation of Financial Obligation

Parents must fulfill all outstanding financial obligations to AIS even if their child no longer attends the school.

Article 14 - Privacy

AIS promises that it will not provide any third party with personal information of parents, family or students of AIS gathered for administrative use.

Article 15 - Scope of Responsibility

1. AIS is under obligation to hold premises liability insurance as legally required for general liability coverage to compensate parents in the event whereby AIS is clearly liable for causing any *personal injury or property damage* to a child due to *poor or defective facilities, or an error in supervision, teaching*

instruction or provision of meals by staff.

2. AIS shall not take responsibility for any event its insurance provider deems AIS is not legally obliged to pay compensation for.
3. Whereby any difference of opinion arises between AIS, its insurance company, or parents with regards to this article, related parties will hold discussions to determine legal responsibility.

Article 16 - Court with Jurisdiction of Agreement

Nagoya District Court shall hold jurisdiction for any litigation deemed necessary to settle any dispute between parents and AIS.

Article 17 - Amendment/Acknowledgment of Rules

The AIS Parents Rules may be amended if deemed necessary by AIS following discussion with a representative of parents.

Article 18 - Non-regulated Stipulations

Whereby any circumstance should arise which is not covered by these AIS Parents Rules, or there are questions regarding interpretation of the said rules, discussion between a representative of parents and AIS shall be held.

Article 19 - Supplementary

These rules were amended and came into effect on April 1, 2017.