



**SURVAL MONTREUX**  
GIRLS' SCHOOL IN SWITZERLAND

## Admissions Information 2022–2023

Surval Montreux welcomes families to visit us and explore all that we offer.

We invite your daughter/ward (hereon referred to as your daughter) to join us for a Taster Day and Sleepover so that she can experience life in the School before proceeding with her application. If a visit is not possible, we will be happy to arrange a Skype meeting for you with our Principal, Ms Dudley, who will be delighted to meet you and answer any questions you may have.

Having decided you would like to proceed in enrolling your daughter with Surval Montreux, next steps are:

### APPLICATION

To apply for a place at Surval, please send us:

- Completed Application Form
- Application Fee: CHF 2'500.-
- A colour photocopy of your daughter's passport
- Copies of the last two years' reports from your daughter's current School
- Any report relating to special educational learning needs (e.g. dyslexia, dyspraxia) from an Educational Psychologist or similar professional

### ENTRY ASSESSMENT: INTERVIEW AND ENTRANCE TESTING

On receipt of your application, an interview with the Principal will be set up for your daughter, either in person or online. An online assessment may also be requested; this will be arranged through your daughter's current school or through your agent.

### TERM DATES

#### AUTUMN TERM

1 September – 10 December 2022

#### Half Term

15 – 30 October 2022 (School closed)

#### WINTER TERM

8 January – 5 April 2023

#### Surval Ski Week

29 January – 5 February 2023

### OFFER/ACCEPTANCE

If your daughter performs well in our entry assessments, we will confirm our offer of a place in writing. We will also send our *Joining Surval Montreux* pack with additional documents to be completed and returned to us.

To accept your daughter's place at Surval Montreux and qualify for the visa process, we must receive payment of the Acceptance Deposit (CHF 5'000.-). The Acceptance Deposit will be held in the School bank account and will be refunded **60 days** after the end of your daughter's final term at Surval Montreux, less any 'extras' for that final term, subject to no outstanding sums of money being owed to the School.

Please note this deposit is non-refundable in the event that your daughter does not take up a place previously accepted.

#### SPRING TERM

24 April – 16 June 2023

#### Graduation

15 June 2023

#### Surval Summer Camp

24 June – 5 August 2023

# Surval Montreux Application Form

## STUDENT DETAILS

Full name as in passport \_\_\_\_\_

First name to be used in school \_\_\_\_\_ Nationality \_\_\_\_\_

Date of birth \_\_\_\_\_ Place of birth \_\_\_\_\_

Passport number \_\_\_\_\_ Passport expiry date \_\_\_\_\_

Email \_\_\_\_\_

First language \_\_\_\_\_ Other languages \_\_\_\_\_

## PROGRAMME BEING APPLIED FOR

Foundation Year/Grade 8 (age 12+)  High School Grade 9  10  11  12

IGCSE (age 14+)  A Levels (age 16+)  Surval Swiss Gap Experience (age 17–19)

Term \_\_\_\_\_ 20 \_\_\_\_\_

## PLANNED PROGRAMME DURATION

6 months  1 year  2 years  All academic programme years

## PARENT/LEGAL GUARDIAN DETAILS

### MAIN CONTACT

Father  Mother

Other (please specify)  \_\_\_\_\_

Last name \_\_\_\_\_

First name \_\_\_\_\_

Email \_\_\_\_\_

Skype \_\_\_\_\_

Mailing address \_\_\_\_\_

City \_\_\_\_\_

Postal code \_\_\_\_\_

Country \_\_\_\_\_

Home phone \_\_\_\_\_

Mobile phone \_\_\_\_\_

Office phone \_\_\_\_\_

Profession \_\_\_\_\_

Person responsible for payments \_\_\_\_\_

### SECOND CONTACT

Father  Mother

Other (please specify)  \_\_\_\_\_

Last name \_\_\_\_\_

First name \_\_\_\_\_

Email \_\_\_\_\_

Skype \_\_\_\_\_

Mailing address \_\_\_\_\_

City \_\_\_\_\_

Postal code \_\_\_\_\_

Country \_\_\_\_\_

Home phone \_\_\_\_\_

Mobile phone \_\_\_\_\_

Office phone \_\_\_\_\_

Profession \_\_\_\_\_



## HOW DID YOU HEAR ABOUT SURVAL MONTREUX?

Agent  Internet search  Social media  Family connection  Personal contact

Please specify exact source/name \_\_\_\_\_

Agent (if applicable) \_\_\_\_\_

Has your daughter been to a Surval Summer Camp? No  Yes  Which year? \_\_\_\_\_

## GENERAL INFORMATION

Name of current school \_\_\_\_\_

Name of Principal \_\_\_\_\_

Address and country \_\_\_\_\_

Email \_\_\_\_\_

Telephone number \_\_\_\_\_ Years of attendance \_\_\_\_\_

Does your daughter have any special educational need such as dyslexia or dyspraxia? Yes  No

If yes, please include the report when you return the Application Form.

## APPLICATION TERMS AND CONDITIONS

We confirm our agreement with the General and Financial Conditions set out in this document. By signing below, we as parents (or legal guardians) agree to abide by these conditions and to respect the School's Code of Conduct.

We undertake to honour this contractual agreement even when our daughter reaches the legal age of adulthood and until she leaves the School. We understand that discovery of false or incomplete information may jeopardise our daughter's right to remain at the School.

We authorise Surval Montreux to undertake the necessary action to obtain a student residence permit for our daughter who guarantees to leave Switzerland at the end of her studies.

### PARENT/LEGAL GUARDIAN ONE

Name (in capital letters)

\_\_\_\_\_

Relationship to candidate

\_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

### PARENT/LEGAL GUARDIAN TWO

Name (in capital letters)

\_\_\_\_\_

Relationship to candidate

\_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_



# General Information and Financial Conditions

## SCHOOL FEES

Application Fee	CHF 2'500.-
Acceptance Deposit	CHF 5'000.-

<b>Tuition &amp; Boarding Fees (Annual)*:</b>	
Foundation Year (Grade 8)	CHF 82'500.-
High School, IGCSE and A Level Programmes (Grades 9-12)	CHF 91'500.-
Surval Swiss Gap Experience Programme	CHF 91'500.-

Personal Account	CHF 5'000.-
Health, Accident and Liability Insurance	CHF 4'500.-
Skiing, ski rental and Surval Ski Week mountain camp (compulsory)	CHF 5'000.-
Single room supplement (per term, subject to availability)	CHF 1'500.-

\*please contact us for termly fees, as required

## FEE DISCOUNTS

We are pleased to offer the following remission on Tuition and Boarding Fees:

Whole School Year paid in one instalment	5%
Student returning for second year	5%
Student returning for third year	10%
Daughters/sisters of Survaliennes (alumnae)	10%

### Tuition and Boarding Fees cover the following:

- Class tuition
- Evening and weekend activities at School or locally
- Expeditions within Switzerland during the day
- Loan of text books and other materials for class (unless girls wish to write in them)
- Use of facilities, library and access to the Internet
- Accommodation and all meals
- Laundry (excluding dry cleaning)
- Provision of all linen
- Surval Sports programme

## ADMISSIONS CONTRACT

The Contract between you (Parents/Legal Guardians [hereon referred to as parents]) and Surval will commence on formal acceptance of a place at Surval Montreux.

## APPLICATION FEE

With the application, please submit proof of payment of CHF 2'200. This fee covers administrative costs and is not refundable under any circumstances.

## ACCEPTANCE DEPOSIT

The Acceptance Deposit serves as a guarantee and will be refunded 60 days after the end of your daughter's final term at Surval Montreux, subject to no outstanding sums of money being owed to the School.

## SKIING, SKI RENTAL AND SURVAL SKI WEEK (WINTER TERM ONLY)

This fee is compulsory to all students. It covers Ski Thursdays and Surval Ski Week mountain camp in January.

## PERSONAL ACCOUNT AND PERSONAL EXPENSES

Your daughter's termly personal expenses and pocket money will be deducted from her Personal Account and statements will be sent to you at the end of each term.

Examples of Personal Expenses:

- Pocket money
- Dry cleaning
- Optional excursions within Switzerland
- Individual Sports Coaching offered in Surval's Enrichment programme
- Individual Academic or Music lessons CHF 200 per lesson
- Individual Special Educational Needs support lessons CHF 200 per lesson
- Swiss permit CHF 150
- Legalisation of diplomas and transcripts CHF 350
- Transfer to/from Geneva Airport CHF 360 one way
- Cooking package (trousers, jacket, shoes) CHF 120
- Medical expenses not covered by insurance e.g. dental treatment, COVID-19 test
- Optional Cultural trips (CHF 1'000 - 7'000 approx, subject to destination and duration)
- External examination fees

Parents may be requested to transfer an additional CHF 5'000 if their daughter's Personal Account balance is low.

The final balance, if any, will be reimbursed 60 days after the end of your daughter's final term at Surval.

## INSURANCE

Health and Accident Insurance is compulsory for anyone residing in Switzerland. All students at Surval are covered by the School's insurance policy, and this is charged to each student's account.

## PAYMENT PLAN

**Please note due dates for payments are as follows:**

**Autumn Term:** 3 June 2022

**Winter Term:** 28 October 2022

**Spring Term:** 3 February 2023

All invoices must be paid in full. In case of late enrolment, fees are due upon receipt of the invoice. If fees are not paid by the due date, your daughter will not be able to attend classes, activities, examinations or Graduation until payment is received.

Reports, diplomas, recommendations or grade sheets will only be released once all financial obligations are settled.

Annual default interest of 10% is charged for any late payment, as well as a fee for issuing reminders (CHF 50 for second reminder, CHF 100 for additional reminders).

## CANCELLATION AND NOTICE OF WITHDRAWAL

- Any termination of the contract must be notified in writing to the Principal.
- The Application Fee is not refundable.
- **Notice Deadlines**
  - Autumn Term:** 30 April 2022
  - Winter Term:** 30 September 2022
  - Spring Term:** 6 January 2023
- If notice to cancel or withdraw is received before the Notice Deadline, the Acceptance Deposit will be retained.
- If notice to cancel or withdraw is received after the Notice Deadline, parents will be required to pay the Tuition and Boarding Fees for the following term.
- In case of expulsion, only the balance of the student's Personal Account will be refunded.

## FORCE MAJEURE

Surval Montreux can suspend, or even stop, all services for reasons of force majeure such as major natural disasters, epidemics, war, terrorist attacks or any other similar circumstances affecting the operation of the School.

In case of force majeure, parents acknowledge that any limitation to the provision of services is not attributable to Surval Montreux, and there will be no fee reimbursement from the School.

## SCHOOL CODE OF CONDUCT

We want each girl to enjoy her time at Surval and take full advantage of all the exciting things we offer. Please remember we are all here to help and to ensure that your time here is a positive and enriching experience.

Surval's core values are centred around Honesty, Openness, Courage and Curiosity. Living here together is based on Courtesy, Consideration and Care for each other. Below are the principles we all live by:

- Surval does not tolerate bullying, harassment, racist language or other kinds of unacceptable behaviour.
- Students must assume responsibility for their personal safety. We do all that we can to create a safe environment for our students, but students must also play an active role in ensuring their own safety by being sensible, exercising caution and maintaining awareness of their surroundings.
- Surval does not tolerate any behaviour prejudicial to the health, safety or wellbeing of others or to the reputation of Surval.
- Theft is not tolerated – students must keep all valuable things in their personal safe.
- The possession and/or consumption of alcohol is forbidden unless a specific permission has been given. Alcohol tests may take place.
- Surval is a non-smoking school. Smoking anywhere on the school campus or during trips/excursions is strictly forbidden.
- The possession, trafficking and/or use of drugs either at school or off campus will result in automatic exclusion. Drug testing may take place.
- We reserve the right to inspect or search rooms and personal belongings at any time. We exercise this right in the event of suspected theft, tobacco, alcohol or drug use or other serious concerns. In these cases, students' electronic devices may also be searched.

Surval Montreux reserves the right to exclude students who do not follow this Code of Conduct.

**Please note that the Swiss Law prohibits:**

- The sale of tobacco to those under the age of 18
- The purchase and consumption of alcohol by those under the age of 16
- The consumption of alcoholic drinks other than wine and beer by those under the age of 18 (beer and wine are permitted from age of 16)
- The production, sale and consumption of all drugs
- Entry to bars, discothèques, games arcades and casinos for those under 16 unless accompanied by an adult
- Under 16s cannot be out unsupervised in the evening after 22.00

## APPLICABLE LAW AND COMPETENT COURT

The General and Financial Conditions and all contractual agreements between the Parents and Surval Montreux are solely subject to Swiss Law, irrespective of where Parents may reside. Legal residence is elected in the Canton of Vaud, Switzerland and any dispute arising from the contract between the Parents and Surval Montreux will be submitted for decision to the local court of Montreux/Vevey.



# Payment of Fees, Insurances and Extras

Payment can be made by bank transfer or by Western Union or credit card. Please see details below:

## BANK DETAILS

**Account Name:** SURVAL MONTREUX SA  
**Address:** Route de Glion 56 – 1820 Montreux  
**IBAN/RIB:** CH66 0900 0000 1494 1106 5  
**BIC (swift code):** POFICHBEXXX  
**Bank:** Post Finance  
**Bank Address:** Post Finance Ltd, Mingerstrasse 20, 3030 Bern, Switzerland.

Please ensure you use your daughter's name as a reference in your bank transfer, so we can trace your payment. Thank you.

## OTHER PAYMENTS

Western Union or Credit Card payments through Sixt pay.

We offer international secured payment methods, please contact the Finance Department who will send your personal link to make the payments: [stephane.lacroix@surval.ch](mailto:stephane.lacroix@surval.ch)



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