



# SCHEDULE OF FEES

## EARLY YEARS PROGRAMME (2023/24)

The School reserves the right to amend the Schedule of Fees from time to time

	DAYS	TIME	ANNUAL FEE (VND)	TERMLY TUITION FEES (VND)		
				TERM 1	TERM 2	TERM 3
FUNDINOTOTS	Monday	8:15am - 10:45am	15,050,000	7,900,000	5,900,000	3,900,000
	Tuesday	8:15am - 10:45am	15,050,000	7,900,000	5,900,000	3,900,000
	Wednesday	8:15am - 10:45am	15,050,000	7,900,000	5,900,000	3,900,000
	Thursday	8:15am - 10:45am	15,050,000	7,900,000	5,900,000	3,900,000
	Friday	8:15am - 10:45am	15,050,000	7,900,000	5,900,000	3,900,000
FOUNDATION 1	Monday To Friday	5 Full Days	305,200,000	159,580,000	119,690,000	79,790,000
		5 Mornings With Lunch	225,600,000	117,960,000	88,470,000	58,980,000
FOUNDATION 2	Monday To Friday	5 Full Days	321,000,000	167,840,000	125,880,000	83,930,000
		5 Mornings With Lunch	283,200,000	123,310,000	Not Applicable	Not Applicable
FOUNDATION 3	Monday To Friday	5 Full Days	454,400,000	237,600,000	178,200,000	118,790,000

\*Additional Fees: Please note that the tuition fees are exclusive of school residential trips and visits, instrumental lessons and school buses for all year groups, and lunch/snack for Secondary students.

### APPLICATION FEE

A non-refundable Application Fee of 4,500,000 VND is payable upon submission of an Admission Application to the school. This fee is to cover the administrative costs of each application. Application Fee is waived for children currently enrolled in Fundinotots moving to Foundation Stage 1.

### REGISTRATION FEE

A non-refundable Registration Fee of 23,600,000 VND for Foundation Stage is payable when the offer of a school place is accepted by parents. The Registration Fee is paid only once and guarantees the place for the child. The acceptance of a school place is not confirmed until the Registration Fee has been paid. When a child moves from the Foundation Stage to the Primary school the difference in Registration Fee at the time of enrolment between Primary school and Foundation Stage will be payable. There is no Registration Fee for Fundinotots.

### PAYMENT OF TUITION FEES

Parents are responsible for the payment of the applicable school fees before the child can attend school classes. This responsibility can not be delegated to a company. All Tuition Fees are invoiced in VND and are payable in VND unless the payment originates outside of Vietnam, in which case a USD bank transfer at the prevailing bank exchange rate is acceptable.

## TUITION FEES AND PAYMENT DATES

Tuition Fees are payable in advance. Prior to the start of the academic year, by 10 August 2023, parents can choose one of two payment plans:

### Annual Tuition Fees

The Annual Tuition Fee is discounted by around 15% compared to the Term Tuition Fees. To secure this discount the Annual Tuition Fee must be paid in full before 10 August 2023.

### Term Tuition Fees

Fees are paid per term in advance and are due no later than:

**Term 1:** 10 August 2023

**Term 2:** 03 January 2024

**Term 3:** 24 April 2024

Please note that the tuition fees are exclusive of school buses.

### Late Payment of Tuition Fees

Tuition Fees remaining unpaid by 10 August 2023 will automatically have discounts (if any) removed. Additionally, the Tuition Fees remaining unpaid after the published due date will have a 1.5% penalty per month added to the outstanding balance.

### Non-Payment of Tuition Fees

In the event of non-payment of Tuition Fees, the school has the right to refuse to accept the student into the school and reserves the right to withhold the Security Deposit.

## LATE ENROLMENT

If a child is enrolled into the school after the start of Term 1 the Tuition Fees for the remainder of the school year have to be paid in advance according to the table below:

Child starts in	First half of Term 1	Second half of Term 1	Term 2	Term 3
Late Enrolment Tuition Fee	Annual Fee	90% of Annual Fee	Term 2 + Term 3 Fees	Term 3 Fee

## OTHER FEES AND DISCOUNTS

### Additional EAL Fees

The school is able to provide limited English as an Additional Language (EAL) support for children from Foundation Stage 3 who are non-native English speakers for which an extra fee is payable. The level of support needed is determined by the EAL department following assessment and will fall under one of the three tiers below:

Supporting hours per week	Tier 1			Tier 2			Tier 3		
	5 Hours or more			Between 3 to 5 Hours			Up to 3 Hours		
	Term 1	Term 2	Term 3	Term 1	Term 2	Term 3	Term 1	Term 2	Term 3
Fees / Term (VND)	68,040,000	51,030,000	34,030,000	48,800,000	36,600,000	24,400,000	36,670,000	27,500,000	18,330,000

### Discounts

A family discount of 10% is applicable on Tuition Fees of the third and subsequent child/children of a family with three or more children enrolled in the school. Family discount does not apply to children enrolled in Fundinotots.

## WITHDRAWAL AND REFUND OF FEES

**If a child withdraws from the school during the academic year, the following refund policy will apply for security deposit and annual tuition fees:**

► It is the parents' responsibility to complete the school's standard Withdrawal Notification Form and to submit it to the campus office **at least 90 calendar days** prior to the child's last day at school. When the child leaves at the end of any term, the 90 day period shall be counted up to the last school day of that term only. This will ensure the refund policy is applied and school reports are issued.

► The school will refund a percentage of the Annual Tuition Fee based on the date of the last day at school.

Last day in school	Term 1	Term 2	Term 3
Refund of Annual Tuition Fee (%)	55%	30%	0%

► The school will not refund any portion of Term Tuition Fees or Late Enrolment Fees.