

School Financial Policy for Academic Year 2019 – 2020

1- Tuition Fees & Settlement dates: -

Grade	Fees	1st Installment	2nd Installment	3rd Installment
		01-Sep-2019	01-Jan-2020	01-Apr-2020
Pre-K - KG1 - KG2	1,786 KD	893 KD	893 KD	
Elementary 1 - 5	2,784 KD	928 KD	928 KD	928 KD
Middle School 6 - 8	3,006 KD	1,002 KD	1,002 KD	1,002 KD
High School 9 - 12	3,101 KD	1,034 KD	1,034 KD	1,033 KD

Please note that tuition fees are subject to change at any time with the approval of the Ministry of Education.

- 1) A non-refundable tuition fee deposit of KD 100 is required with the application form to reserve a seat in the school. This deposit is deductible from the annual fees and will reserve a seat only until the first day of school.
- 2) The first installment must be paid in full prior to the beginning of the academic year on September 1, 2019. Students who do not meet this requirement will not have their names included in the class lists.
- 3) In the event that a parent is delayed in his/her payments, the school reserves the right to Hold the concerned student's report cards.
- 4) Second and third Installments are to be paid within 15 Days from the Due Date.
- 5) Crèche fees are KD 300; this payment is non-refundable and has to be paid upon admissions.
- 6) Resource Inclusion fees (RI) are KD 300 per subject which covers the weekly classes conducted during the Academic Year. This amount is payable in two installments.
- 7) The school bookstore provides all required Arabic and English textbooks in addition to our standardized notebooks. Parents, who do not wish to make a purchase from our bookstore, need to obtain official verification from the Ministry for Private Education, for any textbook purchased externally.
- 8) School uniform is available at school store and it is mandatory to all students.

2- Withdrawal policy:

The school applies the ministry of education policy for withdrawal from school during the school year.

3- Late registration policy:

In case of late registration, the following applies: -

- 1) Full annual fees are payable if the student enrolls in the period between 1/9 and 31/10.
- 2) If the student joins the school between 1/11 and the end of the first semester, the school will deduct an amount equivalent to the months he/she did not attend school. Kindly note that attending the school for **ONE DAY OF THE MONTH**, is enough for the school to apply that month's fees.
- 3) Students who enroll at any point in the second semester must pay 50% of the annual tuition fee.

I hereby agree to the above financial policy of the school and agreed to settle all fees at times indicated.

I, the undersigned, and parent of student: ----- Class: -----

Date: ----- Telephone: -----

Parent's Name: ----- Parent's Signature: -----