

FINANCE POLICY 2022 – 2023 (International Program)

1	Admission Fee		12,000,000VND (One-time payment)			
2	Infrastructure Fee		9,000,000VND (Annual payment)			
3	Program	Attendant Ages	Term	T1 (Sep - Dec)	T2 (Jan - April)	T3 (May - Aug)
			Tuition Fee	67,200,000	67,200,000	67,200,000
	Full day	1 - 5 yo	Meal Fee	9,160,000	9,160,000	9,120,000
Package			76,360,000	76,360,000	76,320,000	
4	PreK Math & Literacy Work Books Fee (4-6 years old)			2,000,000VND/year (Annual payment)		
5	School bus			Contact to the administration for the details.		

A. TUITION FEES

- The tuition fee includes: tuition fee, fees for events and field trips.

B. REGULATION

- Parents can pay tuition fee by term, 2 terms or annual once. The payment should be settled at least by quarter. Any payment less than a quarter is denied.
- Special offers: 3% discount of tuition fee if parents pay by 2 terms once (only for full day program), 6.5% discount of tuition fee if parents pay by annual once (only for full day program).
- Family discounts are available. Siblings need to study at school at the same time. The family will be offered 3% discount of tuition fee for the 2nd child, 6% for the 3rd child. This one could not combine with other special offers of 2 terms or annual payment.
- If children will be absent at school, parents should notify school admin before 3 p.m. the day before by mail or text. The meal fee will be deducted from the next payment accordingly.
- Admission fee, infrastructure fee and PreK material fee are non-refundable and non-transferable.
- School opens Mon – Fri, 7.30 a.m. – 4.30 p.m.

C. TUITION & MEAL FEES PAYMENT POLICY

- The meal fee is charged according to the child's exact attendant days, or it can be deducted in the next payment if his/her absence was announced in advance.
- The tuition fee is paid by quarter, six months or annually. **The tuition fee is non-refundable:** if the child is absence during the school days.
- Withdrawal and refund fees are applied according to the school policy. In case student stopped studying at school:
 - Tuition fee will be refunded 50% corresponding to the exact months is paid but students have not learned yet.
 - Meal fee will be refunded 100% corresponding to the exact days is paid but students have not used yet.
 - School bus fee be refunded 100% corresponding to the exact weeks is paid but students have not used yet.
 - The refund will pay back in cash after 3 months from the date when parents notify the school.
- The tuition fee and meal fee have been deducted with regards to the school vacations and the public holidays. Therefore, students will not get the refund of the tuition fee and meal fee relating to these days.
- When force majeure situations happen, such as, war, natural disasters, or pandemics, the fees will be allocated to the next payment term, but not be refunded in cash. The case is refunded in cash/transfer only when family moves from Vietnam due to immigration issues, or returns to the home country to live and study, then the case will follow the school's withdrawal regulations.

D. LATE PAYMENT

- Parents pay tuition fee from 15th to 30th of the month before the start of next term.
- If parents, for any specific reasons, couldn't pay the fees on time. It is required to inform date of late payment to the school's administrator in advance.
- The payment made after the 30th of the month is considered as the late payment (without notice). The school will charge 200,000 VND/ school day.

E. PAYMENT METHODS

- Payment in cash at the school office
- Transferring to bank account:
Beneficiary: Kinder Academy JSC. (CONG TY CO PHAN DAU TU VA TU VAN GIAO DUC KINDER ACADEMY)
Account number: 060125590902
Branch: Sai Gon Thuong Tin Commercial Joint Stock Bank (SACOMBANK) – Transaction office Thao Dien