



# Tuition & School Fees

2020-2021 School Year

## 1. Tuition and School Fees (in US dollars)

Grade	Half Day	Full Day	Application Fee	Enrolment Fee	Capital Fee
Nursery	5,600	6,600	250	1,000	1,200
Pre-K	7,100	8,400	250	1,000	1,200
Junior-K	9,000	9,500	250	2,000	2,400
Senior K	-	10,600	250	2,000	2,400
Grades 1	-	12,000	250	2,000	2,400
Grade 2 - 5	-	12,600	250	2,000	2,400
Grades 6	-	14,900	250	2,000	2,400
Grade 7 - 8	-	17,200	250	2,000	2,400
Grade 9 - 10	-	17,500	250	2,000	2,400

## 2. Description of Fees

- **Application Fee:** is a one-time fee and is required for all students who apply to cover administrative costs.
- **Enrolment Fee:** is a one-time charge for new students who have been accepted. Payment must be made in full by the first payment date. The enrolment fee is non-refundable and non-transferable. **For the 2020-2021 school year, a 50% discount on the enrolment fee quoted above will be offered.**
- **Capital Fee:** is an annual fee required of all students and covers the cost of maintaining and upgrading the school campus facilities. This fee must be paid in full by the first payment date and is a non-transferable charge. Students enrolling for the second semester will be charged 50% of the annual fee. Students who leave CIS before the beginning of the second semester may receive a 50% refund of the annual Capital Fee. No quarterly refunds or discounts on the Capital Fee.

## 3. Additional Fees

Additional fees are fees that are not included in the Tuition and School fees outlined above. These fees include:

- **Transportation Fees: To be announced at a later date.**
- **Lunch Fees (in US dollars):**

Grade	Semester I	Semester II	Annual
Nursery-Pre-K	333.75	315	648.75*
Junior-K	409.50	378	787.50*
Senior-K	418.50	378	796.50*
Grades 1 – 5	465	420	885*
Grades 6 – 10 (A La Carte) **	-	-	-

\*Annual payments made on or before August 31, 2020 will be eligible to receive a 10% discount on the annual fees quoted above

\*\*Grades 6-10 lunches are A La Carte, minimum top-up amount for lunch card is \$400

- **Uniform Fees (in US dollars): To be announced at a later date.**
- **Technology Fees:**
  - G6-G10: a one-time fee for a Chromebook (*More information is available from the Cashier's Office*)
  - G10: a one-time fee for a Scientific Calculator (*More information is available from the Cashier's Office*)

G10 students are required to purchase a graphical calculator for use in class through Grades 10 to 12 and in examinations in high school. To meet examination requirements, a specific model is required (the Texas Instruments TI-Nspire CX II CAS Color Graphing Calculator). This calculator can be purchased from the school or by parents privately. The Cashier's Office will have more information for parents.
- **ECA Fees:**
  - Extra-curricular activities are optional, and fees differ based on the activity. Please speak with the ECA Program Manager for more information.

*Tuition fee information continues on the next page*

**4. Tuition & Payment Options: For your convenience, the following options are available for payment.**

**Plan A:** Single Payment – The entire balance to be paid in one installment. This payment is eligible for the Early Bird Discount below.

**Plan B:** Payment by Semester - Total balance to be paid in two installments. A post-dated cheque is required for the second payment. This payment is eligible for the Early Bird Discount below.

- Payments are due by June 30th prior to the start of school and December 1 for the start of the second semester.

**Plan C:** Payment by Quarter - Total balance to be paid in four installments. Post-dated cheques are required for the quarterly payments.

- Payments are due by June 30th, prior to the start of school, October 1st, December 1st and March 1st.

Grade	Plan A	Plan B		Capital Fee (Semester Only)	Plan C			
Nursery Half	5,600	2,800	2,800	618	1,400	1,400	1,400	1,400
Nursery Full	6,600	3,300	3,300	618	1,650	1,650	1,650	1,650
Pre-K Half	7,100	3,550	3,550	618	1,775	1,775	1,775	1,775
Pre-K Full	8,400	4,200	4,200	618	2,100	2,100	2,100	2,100
JK Half	9,000	4,500	4,500	1236	2,250	2,250	2,250	2,250
JK Full	9,500	4,750	4,750	1236	2,375	2,375	2,375	2,375
Senior K	10,600	5,300	5,300	1236	2,650	2,650	2,650	2,650
Grades 1	12,000	6,000	6,000	1236	3,000	3,000	3,000	3,000
Grade 2 – 5	12,600	6,300	6,300	1236	3,150	3,150	3,150	3,150
Grades 6	14,900	7,450	7,450	1236	3,725	3,725	3,725	3,725
Grade 7 – 8	17,200	8,600	8,600	1236	4,300	4,300	4,300	4,300
Grade 9 – 10	17,500	8,750	8,750	1236	4,375	4,375	4,375	4,375

*\* Plan “C” is NOT eligible for the Early Bird Discount*

**5. Discounts on Tuition Fees:**

- Early Bird Discount: paid on or before May 31st (**Plan “A” / “B” Only**) - **5%**.
- Sibling Discount: applies to the second and consecutive younger sibling(s) enrolled at CIS irrespective of enrollment order - **10%**.

**6. Tuition Adjustments for Late Enrolments**

- Students joining the first semester **after** October 23rd, 2020 will receive a 50% discount from the first semester tuition. (Pay 75% of full year tuition)
- Students joining for the start of the second semester will receive a 50% discount from the full year tuition. (Pay 50% of full 1 year tuition)
- Students joining the second semester **after** April 9th, 2021 will receive a 50% discount from the second semester tuition. (Pay 25% of full year tuition)

**7. Returning Student Deposit Requirements**

Students returning to CIS will be required to pay an advanced deposit of \$750 on or before **May 31st**, of the current school year. This fee is non-refundable and non-transferable and will be applied to the next school year’s tuition fees.

**8. Payment Fees and Terms**

- Payments must be made **on or before** June 30th, 2020 (**Plan “A” Full Year and Plan “B”/“C” first payments**), **on or before** October 1st, 2020 (**Plan “C” 2nd payment**) for the first semester and for the second semester of 2020 -2021 **on or before** December 1st, 2020 (**Plan “B”/“C”**) and **on or before** March 1st, 2021 (**Plan “C” 4th payment**) to prevent any late fees.
- All fees, payments and outstanding amounts must be settled before report cards can be issued.
- A 5% late fee will be applied to outstanding payments after the deadline. A further 1% will be charged each additional week fee payment is late.
- If outstanding fees have not been resolved four weeks after the late fee payment notice has been issued, students may not be permitted to attend school.

**9. Refund Policy**

- Completed withdrawal forms received prior to September 30th will result in a 40% refund for first semester tuition and a full refund for the second semester tuition paid.
- Completed withdrawal forms received prior to December 1st will result in a full refund for any second semester tuition paid.
- Completed withdrawal forms received prior to February 15th will result in 40% refund for second semester tuition paid.
- No other partial refunds on tuition will be granted.

*Tuition fee information continues on the next page*

#### **Additional Notes**

- An additional ELL fee will be charged for students requiring additional English language support. These fees will include language classes after school (*Only applies to students from Grade 1 and up*).
- New students are required to pay fees within the first two weeks of acceptance to CIS.
- Please check the Parent Agreement for further details.
- The Early Bird Discount only applies to payment **Plan “A” and Plan “B”**.

*CIS reserves the right to change discounts and promotions at any time. Please check our website at <https://www.cisp.edu.kh> for new details.*

*Updated July 07, 2020*