



2019/2020 SCHOOL YEAR FEE SCHEDULE

APPLICATION FEE	RMB 3,500 non-refundable and non-transferable	
2019 / 2020 ANNUAL TUITION FEES		
Year Level	Annual Payment	Payment by Term
Toddlers (5 half-day's per week)	RMB 114,000	RMB 39,900
Toddlers (Full-day)	RMB 220,000	RMB 77,000
Nursery / Reception	RMB 245,000	RMB 85,750
Years 1 - 2	RMB 272,000	RMB 95,200
Years 3 - 6	RMB 275,000	RMB 96,250
Years 7 - 9	RMB 296,000	RMB 103,600
Years 10 - 11	RMB 318,000	RMB 111,300
Years 12	RMB 325,000	RMB 113,750
Years 13	RMB 325,000	N/A

Note: All fees are subject to variation at any time and the fee rates shown to a parent/guardian may not be the rates applicable at the date when a place is offered.

A student's entitlement to begin or continue classes at the College is conditional upon payment in full of each term's Tuition Fees and all other charges for which the parent/guardian is liable including all charges set out in this fees schedule and other charges notified to the parent/guardian from time to time via invoice or other methods.

Application Fee: RMB 3,500

The application fee is non-refundable and only valid for the applying school year. This fee is due when the student's application is submitted and required prior to evaluation by the Admission Committee.

Payment Terms

Tuition Fees may be paid annually or by term. Tuition Fees paid annually enjoy favourable rates compared to fees paid by term. Each term's Tuition Fees, and all other charges for which the parent/guardian is liable must, be paid by the due date indicated on the invoice. Whether Tuition Fees are paid by the parent/guardian or the employer of one of the parents/guardians, the parent/guardian shall take full responsibility to ensure that the Tuition Fees and all other charges aforementioned are paid in full before their child can attend the College or continue attendance at the College. Families with 3 or more children enrolled in full day programmes are entitled to a discount of 5% per student (excluding part-time Toddler Programme). A full term's fees are payable for any term during which the student is in attendance, be it for part or all of the term.

Payment Methods

- RMB cash. We regret that the College is only able to accept cash payments in RMB.
- Cheques in RMB.
- Bank Transfer in RMB or U.S. Dollars. Bank account details are printed on all invoices and are available from the Finance Department.



When paying by bank transfer in U.S. Dollars, please use the prevailing People's Bank of China approved RMB/USD exchange rate at the time of payment. Any shortfall in amounts received by the College, for any reason, will be due on demand or carried forward to the next invoice at the College's discretion.

Administration Charge for Late Payment of Tuition Fees

If the parent/guardian fails to make payments by the due date according to the College's Terms and Conditions, a late payment administration charge of RMB 1,000 will be imposed for each late payment reminder issued by the College. This administration charge does not apply to pre-approved payment plans agreed in writing by the College prior to the deadline for payment of the relevant fees or charges.

Withdrawal by Parent/Guardian

If a parent/guardian desires to withdraw a child for any reason from the College, that parent/guardian shall deliver a written withdrawal notice to the College: (i) by 15th October for withdrawal from or at any time in Term 2 of the school year; (ii) by 31st January for withdrawal from or at any time in Term 3 of the school year; or (iii) by 1st April for withdrawal at the end of Term 3 of the school year or from or at any time in Term 1 of the following school year. If a written withdrawal notice is delivered to the College during a College holiday it will be deemed received by the College on the first day in session following the holiday.

Refund Policy

A full term's Tuition Fees are payable for any term during which the student is in attendance be it for part or all of that term, and for the term for which inadequate withdrawal notice is given. If adequate withdrawal notice is given, the balance amount of the Tuition Fees paid will be refunded after deducting a 5% surcharge per term attended by the student in the school year from which the student is withdrawn (5% surcharge only applicable to payment on annual basis). If late withdrawal notice is given, the balance amount of the Tuition Fees paid will be refunded after deducting (i) the Tuition Fees for the term withdrawn late and (ii) a 5% surcharge per term attended by the student in the school year from which the student is withdrawn and for the term withdrawn late (5% surcharge only applicable to payment on annual basis); if Tuition Fees have not been paid they shall remain due and payable.

The College requires firm commitment for enrolment after the applicable withdrawal deadline, therefore once an enrolment place has been reserved, full Tuition Fees for the relevant first term will be due and any withdrawal from that term shall be treated as late withdrawal. All Tuition fees and charges are subject to variation at any time and the rates shown to a parent/guardian may not be the rates applicable on the date when a place is offered or when withdrawal is made.

Refund Schedule of Tuition Fees Paid				
	<i>Written Notice On or Before 1-Apr</i>	<i>Written Notice On or Before 15-Oct</i>	<i>Written Notice On or Before 31-Jan</i>	<i>Written Notice On or After 1-Feb</i>
Annual Fees	100%	65%	30%	0%
Term 1 Fees	100%	0%	N.A.	N.A.
Term 2 Fees	N.A.	100%	0%	N.A.
Term 3 Fees	N.A.	N.A.	100%	0%

* For illustration purposes only, kindly refer to the policies set out above.



Resource Fee

A Resource Fee is a supplementary fee payable on acceptance to the College to support the initial investment of Educational Resources. The Resource Fee for 2019/20 is RMB15,000. This fee is held by the College to ensure that College property including: books, reference materials, IT equipment, science equipment and other academic and co-curricular resources are duly returned to the College in satisfactory condition. The Resource Fee will be refunded to parents/guardians after the return of College property and deduction of any reimbursement due to damage to the College property and deduction of any outstanding Tuition Fees payable to the College.

School Lunch

The cost of school lunch is not included in the Tuition Fee. School lunch is catered by an external provider and payment works on a smart card system. Lunch may be paid annually, by term or by monthly directly to the catering company.

English as an Additional Language (EAL) Fee

A non-refundable fee will be charged for new students who require EAL support in order for them to access the full curriculum. The EAL fee is to support a portion of the cost of the additional academic resources required to run such a programme. Please refer to the fees below:

First year 20,000 RMB. Subsequent years 4,000 RMB per term

School Bus Service

The optional Bus service may not be available to distant locations and unfortunately we are unable to create a bus stop for fewer than three students. One-way bus riders will be charged the same as round trip bus riders. Bus refunds for students withdrawing from the College are calculated in the same manner as Tuition Fee refunds for withdrawing students. Bus refunds for students who need to change their bus during the school year will be handled individually.

Zone	Location	Annual Payment	Payment by Term
A	Within Pudong: Round Trip	RMB 16,300	RMB 5,700
B	From Puxi: Round Trip	RMB 17,300	RMB 6,050

School Uniform

All students at the College, excluding toddler children, are required to wear a school uniform. The school uniform will vary at certain Key Stages and is different for warm and cold weather so students will need to adhere to seasonal requirements. Please be sure that all items are clearly marked with the student's name. Student accounts in Nursery through to Year 11 are credited with RMB800 at the beginning of the school year. The credit can only be applied towards compulsory school uniform items, and is not transferable to other students or following school years.

School Trip Fees

Optional school trips expenses will be borne by parents.

Public Examination Fees

Examination fees for IGCSE/GCSE and IB programmes are included in Tuition Fees.