

SCHEDULE OF FEES

Preschool Academic Year 2020 – 2021

PAYMENT PERIOD		
INSTALMENT	START	END
1	17 th Aug 2020	1 st Nov 2020
2	2 nd Nov 2020	31 st Jan 2021
3	1 st Feb 2021	11 th Apr 2021
4	12 th Apr 2021	18 th Jun 2021

For term dates, please refer to the Parent-Student Handbook

SCHOOL BUS TRANSPORTATION (OPTIONAL)		
School pick-up and drop-off transportation are available during the school year.		
TRIP	INSTALMENT FEE	ANNUAL FEE
One-way	3,700,000	13,700,000
Two-way	6,200,000	23,100,000
Please kindly contact the School's administration department for more details on timings, locations and other pertinent information.		

TUITION FEES			REGISTRATION FEE
SCHEDULE	PAYMENT OPTIONS (VND)		
		4 INSTALMENTS	ANNUAL
Half-Day (8am - 1pm); 5 days	41,900,000	156,560,000	
Full-Day (8am - 5pm); 5 days	53,700,000	200,850,000	

Tuition Fees cover core subjects, meals, uniforms (3 t-shirts and 2 shorts/culottes for the whole academic year 2020-2021) and other academic services (excluding co-curricular activities and transportation). Fees are based on a 5-day per week enrolment. Under exceptional situations, the School accommodates request for 4-day week programme for Playgroup students. Please consult the School administrator on the fees.

A one-time non-refundable Registration Fee is payable within fourteen (14) days from the date that the student is offered a placement. The Registration Fee is applicable to all new students at AHI regardless of where they are enrolled previously. Students must stay enrolled continuously with the school; payment of a renewed Registration Fee must be made upon re-enrolment at the school.

Fees remain fixed throughout the Academic Year. Any revision to fees, terms and conditions shall be communicated prior to the start of an Academic Year, with ample notice (at least 3 months) provided.

TRIAL WEEK FEES (OPTIONAL)		
For parents who are keen to explore what is the best before making a decision, a trial week (continuous complete week) is available. Trial week fees are non-refundable.		
AGE	SCHEDULE	PAYMENT OPTIONS (VND)
18 months - 4 years old	Half-Day (8am - 1pm); 5 days	3,700,000
4 - 6 years old	Full-Day (8am - 5pm); 5 days	4,700,000

ADDITIONAL UNIFORMS (OPTIONAL)
<ul style="list-style-type: none"> T-shirt Polo shirt Culottes/Shorts Sports Shorts
200,000 VND/piece

AY 2020 - 2021 DISCOUNT POLICY	
DISCOUNT	DESCRIPTION
Sibling Discount	Siblings of an enrolled student will be given a 10% discount on Tuition Fees & Registration Fee will be waived. Discounts are only applicable when two or more siblings are enrolled in the school at the same time. The discount applies to siblings who are enrolled at a later date.
Loyalty Discount	Recognising the support of our loyal parents, the following discounts shall apply to Tuition Fees (nett of any discounts) for the full Academic Year:
<div style="display: flex; justify-content: space-around; align-items: center;"> 12 months: 1% 18 months: 1.5% 24 months: 2% 30 months: 2.5% 36 months: 3% 42 months: 3.5% 48 months: 4% </div>	

The discount rate is determined at the start of the Academic Year and will remain the same throughout the year. The number of years shall count from the student's enrolment date till Aug 3rd, 2020. For clarity sake - should a student be at the school in between any of the stated timeframes, then the lower timeframe should apply. E.g. if the student is in the school for 15 months, then the 12-month discount applies.

The School may at its discretion review this policy. Discounts are applicable to both companies and individuals making payment.

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PAYMENT METHOD

All Fees are payable and invoiced in Vietnamese Dong (VND). In cases where payments are made overseas in foreign currency, these are to translate to applicable school Fees in VND. Payments may be made in cash, by card or bank transfer to the following account:

Bank Transfer Information

Payee:	"Công ty TNHH Anne Hill" or "Anne Hill Company Limited"	The payer is liable for all banking and related charges. Document proof of the bank transfer must be submitted to the school. Red invoices are also available upon request.
Account number:	MB Bank: 1511101814007 VietinBank: 119002628485	
Bank:	TMCP Quân Đội (MB Bank- Branch: An Phu) or TMCP Công Thương Vietnam (VietinBank - Branch: Thu Duc)	
Bank address:	MB Bank: An Phu Building, DKTM An Phu An Khanh, Nguyen Quy Duc, An Phu, District 2, HCMC VietinBank: No.1 Vo Van Ngan, Linh Chieu, Thu Duc District, HCMC	
Swift code:	MB Bank: MSCBVNVX VietinBank: ICBVVNVX947	

PAYMENT DUE DATES

Annual Payment	3rd August 2020	All Fees must be paid on time. This applies to both individuals and companies making payment. In the event of non-payment of Registration and/or Tuition Fees, the School has the right to refuse the student's enrolment.
Instalment	Due Dates	
Instalment 1	3rd August 2020	
Instalment 2	16th October 2020	
Instalment 3	15th January 2021	
Instalment 4	26th March 2021	

ENROLMENT AFTER THE START OF THE ACADEMIC YEAR

For students who are enrolling after the start of the Academic Year, the following Tuition Fees for the remainder of the year shall apply:

Start Date	Late Enrolment Tuition Fees Applicable
During Instalment 1	Option 1: Annual Tuition Fee (calculated on a pro-rated basis) Option 2: Instalment 1, 2, 3 & 4 Fees (Instalment Fee is calculated on a pro-rated basis)
During Instalment 2	Instalment 2, 3 & 4 Fees (Instalment 2 Fee is calculated on a pro-rated basis)
During Instalment 3	Instalment 3 & 4 Fees (Instalment 3 Fee is calculated on a pro-rated basis)
During Instalment 4	Instalment 4 Fees

Payment of late enrolment tuition fees shall be made seven (7) days prior to the start date.

WITHDRAWAL & REFUNDS

A 60-days written notice must be given prior to the child's last day at the School. Parents must complete and submit the School's standard Withdrawal Notification Form on time, 60 days before the withdrawal date. Failure to do so will result in the forfeit of the refund amount.

Refunds can only be made for payment of Annual Tuition Fees. The refund amount is calculated on a pro-rated basis as below:

Daily Refund Rate = Annual Tuition Fees / The Number of School Days
Refund Amount = Daily Refund Rate x Number of School Days Remaining From the Last Day At School until the End of the Academic Year x 75%

Instalment payment plan is not entitled for refunds. The Registration Fee and any other prepaid bus or extra-curricular fees are not refundable at any time. In the event where the School is closed due to unforeseen circumstances beyond its control, including but not limited to epidemic outbreaks and Acts of Gods, the School will not be liable to make any refunds.

The refund can only be made in **one payment** for each academic year. Please fill out the Withdrawal Notification Form carefully as the school is unable to process more than one refund request for each student per academic year.

Amounts will be refunded to the company or individual that made the payment at the beginning of the enrolment. All refunds will be in VND.