

ACADEMIC YEAR 2022 - 2023  
**Preschool Schedule of Fees**



PAYMENT PERIOD			
INSTALMENT	START	END	PAYMENT DEADLINE
Annual	10 <sup>th</sup> Aug 2022	16 <sup>th</sup> Jun 2023	24 <sup>th</sup> June 2022
1	10 <sup>th</sup> Aug 2022	23 <sup>rd</sup> Oct 2022	24 <sup>th</sup> June 2022
2	24 <sup>th</sup> Oct 2022	15 <sup>th</sup> Jan 2023	23 <sup>rd</sup> Sep 2022
3	16 <sup>th</sup> Jan 2023	2 <sup>nd</sup> Apr 2023	16 <sup>th</sup> Dec 2022
4	3 <sup>rd</sup> Apr 2023	16 <sup>th</sup> Jun 2023	3 <sup>rd</sup> Mar 2023

**IMPORTANT NOTE**

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.

TUITION FEES		
SCHEDULE	PAYMENT OPTIONS (VND)	
	4 INSTALMENTS	ANNUAL (IN FULL)
Half-Day (8am - 1pm); 5 days	45,000,000	170,000,000
Full-Day (8am - 5pm); 5 days	57,500,000	218,500,000

**REGISTRATION FEE**

**12,000,000 VND**  
 (for new students/re-enrolments)

Tuition Fees cover core subjects, meals, uniforms (please see page 3 for more information) and other academic services but excluding co-curricular activities, field trips and school bus transportation.

A one-time non-refundable Registration Fee is payable within seven (7) days when the child is offered a placement. Students must stay enrolled continuously (not skipping any school term) with the school; payment of a renewed Registration Fee must be made upon re-enrolment at the school. Enrolment is only confirmed when all the fees are paid.

TRIAL WEEK FEE (OPTIONAL)		
AGE	SCHEDULE	PAYMENT OPTIONS (VND)
18 months - 5 years old	Half-Day (8am - 1pm); 5 days	4,750,000

**IMPORTANT NOTE**

A trial week (continuous complete week) is available. Trial week fees are non-refundable.

**AY 2022 - 2023 DISCOUNT POLICY**

The order of discounts applied to Tuition Fees: (1) Early Bird (2) Sibling (3) Loyalty

DISCOUNT	DESCRIPTION
<b>Early Bird Tuition Fees</b>	<p><b>Half-day:</b> 162,000,000 VND      <b>Full-day:</b> 208,000,000 VND</p> <p>To secure this Annual Tuition Fees amount, a one-time payment in full needs to be paid before <b>29th April 2022</b>. Early bird discount is <b>not applicable</b> for instalment payments.</p>
<b>Sibling Discount</b>	Siblings of an enrolled student will be given a 10% discount on Tuition Fees and 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 with the <b>lower school fees</b> .
<b>Loyalty Discount</b>	<p>Recognising the support of our loyal parents, the following discounts shall apply to Tuition Fees (nett of any discounts) for the full Academic Year:</p> <p>12 months: 1%    24 months: 2%    36 months : 3%    48 months: 4%    60 months: 5%    72 months: 6%</p>

The loyalty 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 1st August 2022. 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 18 months, then the 12-month discount applies. The discount is applicable for enrolment from preschool to primary school.

**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 (at any VietinBank branch without additional charge), by card (at the school) or bank transfer to the following account:

**BANK TRANSFER INFORMATION**

<b>Payee:</b>	"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 available upon request.
<b>Account Number</b>	VietinBank: 119002628485	
<b>Bank:</b>	TMCP Công Thương Vietnam (VietinBank - Branch: Thu Duc)	
<b>Bank Address:</b>	VietinBank: No.1 Vo Van Ngan, Linh Chieu, Thu Duc District, HCMC	
<b>Swift Code:</b>	VietinBank: ICBVNVX947	

**Note:** All cash payments for Tuition, Bus and Registration Fees will need to be deposited by the parent directly at any VietinBank branch (at no additional charge). Please take note of the account details above. Cash payment for uniforms can be made at the school.

**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
<b>Instalment 1</b>	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)
<b>Instalment 2</b>	Instalment 2, 3 & 4 Fees (Instalment 2 Fee is calculated on a pro-rated basis)
<b>Instalment 3</b>	Instalment 3 & 4 Fees (Instalment 3 Fee is calculated on a pro-rated basis)
<b>Instalment 4</b>	Instalment 4 Fees

If a child enrolls during an instalment, the first invoice will include payment of the current instalment and following instalment. For example, students enrolling in Instalment 2 will receive an invoice for Instalment 2 (pro-rated) and Instalment 3. Payment of late enrolment tuition fees shall be made **seven (7) days** prior to the start date.

**LATE PAYMENT OF SCHOOL FEES**

Any outstanding school fees that have not been paid after the payment deadline will be subjected to a 1.5% penalty per month, which will be added to the balance on the 2nd of each month.

**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 applied **once** 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.

**DURATION OF TERMS & CONDITIONS**

Fees, payment deadlines and other policies remain fixed throughout the Academic Year. Any revision to the Schedule of Fees shall be communicated prior to the start of an Academic Year. For unforeseen circumstances beyond the School's control e.g. extended school closure, parents will be informed promptly should there be any changes in the Schedule of Fees deadlines and policies.

### Additional Fees (Optional)

The following number of uniforms will be provided **FOR FREE** at the beginning of the academic year:

	PRESCHOOL	PRIMARY SCHOOL		PRESCHOOL	PRIMARY SCHOOL
<b>BOYS</b>	2 T-shirts	1 Polo Shirt	<b>GIRLS</b>	2 T-shirts	1 Polo Shirt
	2 Shorts	1 Khaki Shorts		2 Culottes	1 Culottes
	1 Cap	1 T-Shirt (PE)		1 Cap	1 T-Shirt (PE)
		1 Shorts (PE)			1 Shorts (PE)
		1 Cap		1 Cap	

#### ADDITIONAL UNIFORMS

ITEM	PRICE PER ITEM (VND)
T-shirt	230,000
Polo Shirt	250,000
Shorts	230,000
Culottes/ Khaki Shorts	280,000
Grip Socks	50,000
Cap	100,000
Jumper	300,000

Other uniforms not provided above **must be purchased** by the parent. Additional uniforms can be purchased at the school's reception.

Students must wear the **correct uniform** every day when they are at school including caps, shoes, socks, jumpers and other outerwears and accessories. Outerwears and caps must contain AHI's logo. For more information, please refer to the Parent-Student Handbook.

#### SCHOOL BUS TRANSPORTATION

DISTANCE	ROUTE	TERMLY (VND)*	ANNUAL (VND)*
<b>Under 4KM</b>	1 way	3,700,000	13,700,000
	2 ways	6,200,000	23,000,000
<b>4KM - 7KM</b>	1 way	3,950,000	14,700,000
	2 ways	6,600,000	24,500,000
<b>7KM - 10KM</b>	1 way	4,200,000	15,700,000
	2 ways	7,000,000	26,000,000

School pick-up and drop-off transportation are available during the school year. The distance is calculated base on the distance of the pick-up/drop-off from the School on **Google Map**. Bus fees are non-refundable. There will be no deductions for holidays or any other reason(s) during any given month. If a child takes the bus less than 5 days a week, the bus fees specified in the Schedule of Fees will still apply and will not be pro-rated. Departure of Bus Service from the school (drop-off) is available at 4pm. Primary students have the option of CCAs or After School Care Service if they wish to take the return trip home.

Please kindly contact the School's administration department for more details on bus registration, timings, locations and other pertaining information.

**\*Bus fees do not include toll fees. Additional surcharges may apply if the bus is charged with a toll fee to access the location.**