

SUNRISE INTERNATIONAL SCHOOL, ABU DHABI

SCHOOL FEE POLICY

DEFINITION:

For the purposes of this policy, tuition fees are those sums that are directly associated with educating students. Other fees include textbooks, uniforms and transportation fees. School fees refer to both tuition fees as well as other fees which a School charges to Parents.

PURPOSE:

- To adopt clear and transparent approach to the regulation of fees by ADEK.
- To enable Parents to pay the required School fees in a timely and convenient manner

Registration Fee / Re-Registration Fee:

School will collect registration or re-registration fee of Dh.500/, up to four months ahead of the commencement of the school year, and it will be deducted from third term fee payment of the approved school fees. ***The registration or re-registration fees are charged at the time of enrolment. Registration / Re-Registration and is non-refundable***, but:

- a) Will be paid back to the parent if the school is unable to provide a seat due to any unforeseen situation.
- b) Will be adjusted/deducted from the Third Term tuition fee after the child joins the school.
- c) Will not be refunded if the student does not join school after school confirms admission.

Tuition Fee

The value of one month of tuition fees is calculated by dividing the total tuition fees for the school year by ten months. Annual Tuition Fee is divided into ten months and charged in three equal instalments. Parents are required to pay the school fees as per

the schedule decided by the school, on time. Any un-reasonable delay in paying school fees, even after adequate follow up, the school may be compelled to initiate appropriate action in accordance with the guidelines laid down by the ADEK.

Refund Policy: Fee refund (Tuition/Transport), in case of withdrawal of admission, will strictly be in accordance with the ADEK refund policy.

Payment Schedule:

TERM	PAY BY DATE	DETAILS
I TERM	BY 15 TH MARCH	TERM I TUITION FEE + BOOKS+UNIFORM+ TRANSPORT (IF APPLICABLE)
II TERM	BY 15 TH JULY	TERM II TUITION FEE + TRANSPORT FEE (IF APPLICABLE)
III TERM	BY 15 TH NOVEMBER	TERM III TUITION FEE + TRANSPORT FEE (IF APPLICABLE)

MODE OF PAYMENT:

1. CASH – SCHOOL COUNTER
2. CHEQUE – CURRENT DATED CHEQUE IN SCHOOL COUNTER
3. Bank Transfer

Account Name	Bank	Account No.	IBAN	BIC / SWIFT
Sunrise International School Sole Proprietorship LLC	ADCB	12189950920001	AE720030012189950920001	ADCBAAAXXX

**Kindly mention the student's name as a reference **

If the parent wish to make full year payment together, or want to give PDCs for remaining terms, they are free to do so.

Transport fee policy will be same as tuition fee.

PRINCIPAL

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