

CIS (OSSD/IB) Fee Schedule 2018 - 2019 Academic Year

A. ONTARIO SECONDARY SCHOOL DIPLOMA (OSSD)

Currency: VND

Grade (OSSD)	Admission Fee	Full Payment (Payment before 30 April 2018, ONLY applicable for current students)	PAYMENT OPTIONS & DUE DATES		
			Full Payment (Published Tuition Fee, payment before 30 July 2018)	2-Instalment	
				Instalment 1: payment before 30 July 2018	Instalment 2: payment before December 15 2018
Kindergarten (4-5 years)	22,000,000	237.400.000	263.700.000	158.300.000	158.300.000
Grade 1		361.000.000	401.100.000	240.700.000	240.700.000
Grade 2		361.000.000	401.100.000	240.700.000	240.700.000
Grade 3		361.000.000	401.100.000	240.700.000	240.700.000
Grade 4		369.500.000	410.500.000	246.300.000	246.300.000
Grade 5		369.500.000	410.500.000	246.300.000	246.300.000
Grade 6	26,400,000	403.500.000	448.300.000	269.000.000	269.000.000
Grade 7		403.500.000	448.300.000	269.000.000	269.000.000
Grade 8		403.500.000	448.300.000	269.000.000	269.000.000
Grade 9	33,000,000	447.500.000	497.200.000	298.400.000	298.400.000
Grade 10		453.000.000	503.000.000	302.300.000	302.300.000
Grade 11		447.500.000	497.200.000	298.400.000	298.400.000
Grade 12		533.200.000	592.400.000	355.500.000	355.500.000

B. INTERNATIONAL BACHELOR DIPLOMA PROGRAM (IBDP)

Currency: VND

Grade (IB)	Admission Fee	PAYMENT OPTIONS & DUE DATES			
		Full Payment (Payment before 30 April 2018, ONLY applicable for current students)	Full Payment (Published Tuition Fee, payment before 31 July 2018)	2-Instalment	
				Instalment 1: payment before 31 July 2018	Instalment 2: payment before December 15 2018
Grade 11	33,000,000	548.200.000	609.100.000	368.700.000	368.700.000
Grade 12		559.700.000	621.900.000	376.400.000	376.400.000

Tuition fee includes:

- 2 sets of uniform, 1 set of PE uniform and the use of all textbooks
- Regular after-school co-curricular activities
- Ontario Secondary School Literacy Test (OSSLT) fee (Grade 10)
- The cost of administering the IBDP final exams and assessments

REGULATION OF PROMOTION AND PAYING TUITION FEE

- CIS current students who pay the fee all at once before May 31, 2018 will be applied with 5% discount of the Published Tuition Fee 2018 – 2019.
- In case of not paying on time or incomplete payment, the school reserves the rights to discontinue student’s study at CIS and will not supply any document, academic record and certificate of student.

SIBLING DISCOUNTS

This policy is applicable to families with more than 1 child enrolled in the CIS system (CIS, BCIS and CVK) and complete tuition fee payment by the due date.

- Second child: Discount 5% of the applicable tuition fee
- Third child or more: Discount 10% of the applicable tuition fee

Note: This policy will not apply to siblings of students who have joined other preferential tuition programs applicable at any school in the CIS system.

ADDITIONAL FEES

Currency: VND

No.	Detail Fee		Regulation
1	Assessment Fee	Kindergarten: 1.100.000 Grade 1 to 12: 2.200.000	is due prior to the entrance assessment and is not refundable.
2	Admission Fee		is payable upon the offer of a placement in the school and is not refundable.
3	2-Instalment options	20.000.000	is required and is payable upon the first instalment. This fee will be deducted from the final instalment or be refunded if the student withdraws before the final instalment, provided that all fees are paid on time and withdrawal procedure is completed.
4	Meal Plan	Detail document attached	
5	Bus Service	Detail document attached	
6	Boarding House	142.100.000	including accommodation, meal plan (breakfast, lunch, dinner and snacks), bus service, laundry service and weekend activities.
7	ELL Class Fee	91.800.000	This fee is calculated by year and is paid with tuition fee.
8	Saturday Vietnamese Classes fee	19.300.000	including field trip fee and meal plan. This fee is calculated by year and is paid with tuition fee.
9	Re-enrollment Fee	20.000.000	is payable by 30 th April for all returning students at CIS. Payment of the deposit will guarantee a seat for the student provided all other requirements are met. This deposit is mandatory and failure to make payment by the due date may result in the loss of a seat for the student. The deposit is non-transferable, non-refundable but deductible to the final

			installment.
10	Field Trip Fee and other fees (if any):		will be announced by the school and varied accordingly to program details. The cost depends on the field trip destinations. Generally, students from grade 5 to 8 will participate in a grade level trip. In secondary level, school field trips are designed based on academic learning and subject details.

LATE ENROLMENT:

ENTRY MONTH	Tuition Fee will be based on the percentage of Published Tuition Fee before July 30, 2018	ENTRY MONTH	Tuition Fee will be based on the percentage of Published Tuition Fee before July 30, 2018
August – September	100%	January - February	50%
October	90%	March	40%
November	80%	April	30%
December	70%	May	20%

METHOD OF PAYMENT

Payment is required by bank transfer to the accounts as described below:

1. Vietcombank

ACCOUNT NAME	CANADA INTERNATIONAL PRIMARY SCHOOL, SECONDARY SCHOOL, HIGH SCHOOL JOINT STOCK COMPANY	
ACCOUNT NUMBER	0181 002 345679 (VND)	0181 371 235679 (USD)
BANK ADDRESS	Vietcombank – Saigon South Branch 23 Nguyen Huu Tho Street, Tan Hung Ward, District 7, Ho Chi Minh City, Vietnam	
SWIFT CODE	BFTV VNVX 018	

2. Asia Commercial Bank (ACB)

ACCOUNT NAME	CANADA INTERNATIONAL PRIMARY SCHOOL, SECONDARY SCHOOL, HIGH SCHOOL JOINT STOCK COMPANY	
ACCOUNT NUMBER	24 25 26 27 28 (VND)	
BANK ADDRESS	Asia Commercial Bank – HCMC Branch 480 Nguyen Thi Minh Khai, Ward 2, District 3, HCMC, Vietnam	
SWIFT CODE	ASCBVNVX	

Notice: Any transfers must include the student’s name, class and details of the payable fees. Parents should provide the Accounting Department with a copy of the payment order form from the bank.

WITHDRAWAL POLICY

Parents are responsible for providing a notice of withdrawal on the standard *Withdrawal Form* and return it to the Academic Service Office (ASO) at least 60 days (including Saturday, Sunday and Public holidays) before the student’s last day in school. The School will refund a portion of any prepaid Tuition Fee which is applicable to the Full Payment Option **ONLY**. Refund rates are as follows:

Student’s last day in school	60 days advance notice	30 days advance notice	Less than 30 days advance notice
Before 1 Oct	60% of paid tuition fee	50% of paid tuition fee	40% of paid tuition fee
1 Oct – 31 Dec	35% of paid tuition fee	25% of paid tuition fee	20% of paid tuition fee
1 Jan – 31 Mar	15% of paid tuition fee	10% of paid tuition fee	No Refund
After 31 Mar	No Refund	No Refund	No Refund

REFUNDS

Tuition Fees and other fees are not refundable for student absent days.

The School will refund Tuition Fees and other fees within 15 working days after the student’s last day in school.

Bus Service, Meal Plan, Boarding House Fee: Parents are responsible for providing a notice of withdrawal on the standard *Withdrawal Form* and return it to the Academic Service Office (ASO) at least 7 days before the student’s last day of using the service(s). These fees will only be refunded when the remaining fee is equivalent to at least one week’s payment.