

CIS (OSSD/IB) Fee Schedule 2017 - 2018 Academic Year

A. ONTARIO SECONDARY SCHOOL DIPLOMA (OSSD)

Currency: VND

Grade (OSSD)	Assessment Fee	Admission Fee	Full Payment (Payment before 30 April, 2017, ONLY applicable for current students)	PAYMENT OPTIONS & DUE DATES		
				Full Payment (Published Tuition Fee, payment before 30 July 2017)	2-Instalment	
					Instalment 1: payment before 30 July 2017	Instalment 2: payment before December 15 2017
Kindergarten (4-5 years)	1,100,000	22,000,000	208.430.000	229.270.000	137.600.000	137.600.000
Grade 1	2,200,000		317.000.000	348.700.000	209.200.000	209.200.000
Grade 2			317.000.000	348.700.000	209.200.000	209.200.000
Grade 3			317.000.000	348.700.000	209.200.000	209.200.000
Grade 4			324.500.000	356.950.000	214.200.000	214.200.000
Grade 5			324.500.000	356.950.000	214.200.000	214.200.000
Grade 6		26,400,000	354.320.000	389.750.000	233.900.000	233.900.000
Grade 7			354.320.000	389.750.000	233.900.000	233.900.000
Grade 8			354.320.000	389.750.000	233.900.000	233.900.000
Grade 9		33,000,000	393.000.000	432.300.000	259.400.000	259.400.000
Grade 10			395.600.000	435.140.000	261.100.000	261.100.000
Grade 11			393.000.000	432.300.000	259.400.000	259.400.000
Grade 12			468.300.000	515.130.000	309.100.000	309.100.000

B. INTERNATIONAL BACHELOR DIPLOMA PROGRAM (IBDP)

Currency: VND

Grade (IB)	Assessment Fee	Admission Fee	PAYMENT OPTIONS & DUE DATES		
			Full Payment (Published Tuition Fee, payment before 30 July 2017)	2-Instalment	
				Instalment 1: payment before 30 July 2017	Instalment 2: payment before December 15 2017
Grade 11	2,200,000	33,000,000	529.600.000	299.220.000	299.220.000
Grade 12			540.760.000	305.530.000	305.530.000

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 April 30, 2017 will be applied with the announced tuition fee of academic year 2016-2017.
- 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

- **2-Instalment** options: a deposit of 20,000,000 VND per student 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.
- **Assessment Fee** is due prior to the entrance assessment and is not refundable.
- **Admission Fee** is payable upon the offer of a placement in the school and is not refundable.
- **IB Registration Fee** (a deposit of 22,000,000 VND per student): is applicable to all IBDP year 1 students and payable upon the acceptance of student into the IBDP. The fee will be deducted from the tuition fee of grade 12 when the final installment is paid.
- **Re-enrollment Fee:** 20,000,000 VND is payable by 30th 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.
- **Meal Plan:** 21,400,000 VND/year, including morning snacks, lunch and afternoon snacks.
- **Bus Service:** Please visit the school website for more details.
- **Boarding house:** 129,100,000 VND/year, including accommodation, meal plan (breakfast, lunch, dinner and snacks), bus service, laundry service and weekend activities.
- **ELL Class fee:** 83,400,000 VND/year. This fee is calculated by year and is paid with tuition fee
- **Saturday Vietnamese Classes fee:** 17,500,000 VND/year, including field trip fee and meal plan. This fee is calculated by year and is paid with tuition fee

- **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, 2017	ENTRY MONTH	Tuition Fee will be based on the percentage of Published Tuition Fee before July 30, 2017
August – September	100%	February	50%
October	90%	March	40%
November	80%	April	30%
December	70%	May	20%
January	60%		

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. Viet Capital Bank

ACCOUNT NAME	CANADA INTERNATIONAL PRIMARY SCHOOL, SECONDARY SCHOOL, HIGH SCHOOL JOINT STOCK COMPANY	
ACCOUNT NUMBER	0697 041 005670 (VND)	
BANK ADDRESS	Viet Capital Bank 412 Nguyen Thi Minh Khai, Ward 5, District 3, HCMC, Vietnam	
SWIFT CODE	VCBCVNVX	

3. Asia Commercial Bank (ACB)

ACCOUNT NAME	CANADA INTERNATIONAL PRIMARY SCHOOL, SECONDARY SCHOOL, HIGH SCHOOL JOINT STOCK COMPANY	
ACCOUNT NUMBER	2425262728 (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 10 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.