

TUITION AND FEE SCHEDULE
THE CANADIAN INTERNATIONAL SCHOOL (CIS)
SCHOOL YEAR 2020 – 2021
(FOR NEW STUDENTS ONLY)

Updated: May 25th, 2020

1. TUITION ONTARIO

1.1 ONTARIO CURRICULUM –SECONDARY SCHOOL DIPLOMA (OSSD)

Grade	Early-payment		Published tuition		
	Early payment 1 (Payment in full before 30 th May 2020)	Early payment 2 (Payment in full before 30 th June 2020)	Total annual fee (Payment in full before 31 st July 2020)	1 st installment (Due date 31 st July 2020)	2 nd installment (Due date 15 th December 2020)
Kindergarten (age 4)	280,800,000	290,100,000	299,000,000	169,100,000	169,100,000
Kindergarten (age 5)	280,800,000	290,100,000	299,000,000	169,100,000	169,100,000
GRADE 1	427,100,000	441,300,000	454,900,000	257,000,000	257,000,000
GRADE 2	427,100,000	441,300,000	454,900,000	257,000,000	257,000,000
GRADE 3	427,100,000	441,300,000	454,900,000	257,000,000	257,000,000
GRADE 4	445,400,000	464,500,000	478,900,000	270,600,000	270,600,000
GRADE 5	445,400,000	464,500,000	478,900,000	270,600,000	270,600,000
GRADE 6	486,400,000	507,300,000	522,900,000	295,500,000	295,500,000
GRADE 7	486,400,000	507,300,000	522,900,000	295,500,000	295,500,000
GRADE 8	486,400,000	507,300,000	522,900,000	295,500,000	295,500,000
GRADE 9	539,500,000	562,600,000	580,000,000	327,800,000	327,800,000
GRADE 10*	540,700,000	564,000,000	581,300,000	328,500,000	328,500,000
GRADE 11	542,000,000	565,200,000	582,600,000	329,300,000	329,300,000
GRADE 12	624,900,000	651,700,000	671,800,000	379,600,000	379,600,000

All Fees are quoted in Vietnam Dong (VND)

1.2 INTERNATIONAL BACCALAUREATE DIPLOMA PROGRAMME (IBDP)

Grade	Early payment		Published tuition		
	Early payment 1 (Payment in full before 30 th May 2020)	Early payment 2 (Payment in full before 30 th June 2020)	Total annual fee (Payment in full before 31 st July 2020)	1 st installment (Due date 31 st July 2020)	2 nd installment (Due date 15 th December 2020)
GRADE 11	633,500,000	663,500,000	684,000,000	386,500,000	386,500,000
GRADE 12	652,800,000	684,200,000	705,300,000	398,500,000	398,500,000

All Fees are quoted in Vietnam Dong (VND)

The annual tuition fee includes:

- Two (2) sets of regular uniform, one (1) PE
- Access to all required text books
- Student's accident insurance
- Tuesday and Thursday Club Program
- The Ontario Secondary School Literacy Test fee – for first time writers in Grade 10 only *
- IB examination fees in Grade 12

2. OTHER FEES

No.	Type of fee(s)	Amount (in VND)	Regulation(s)
A. NON-REFUNDABLE FEES			
1	Assessment fee (1 student/ 1 test)	Kindergarten: 1,100,000 Grades 1 - 12: 2,200,000	Must be paid prior to the scheduled assessment date.
2	Registration fee (1 student)	K – Grade 5: 33,000,000 Grades 6 - 8: 26,400,000 Grades 9-12 (OSSD and IBDP): 22,000,000	a) Be paid within 3 days of acceptance. b) Applicable to new enrolments and/or students who are re-enrolling (more than 1 year after the official withdrawal time)
3	Re-enrolment deposit (1 student)	20,000,000	This fee is applicable to 2 cases: a) For those who choose to pay in installments from the beginning or as the default method: This fee is expected to be paid when the 1 st installment is made and is deducted from the final installment. b) For current CIS students: Payment of the deposit guarantees a placement provided all other requirements are met. c) The re-enrolment deposit requirement is not applicable to a family whose child(ren) have already participated in the financial aid package or who have made a full-year tuition payment.
4	Saturday Vietnamese Classes (1 student/ 1 SY)	20,000,000	a) The tuition fee for Saturday Vietnamese classes includes snacks but does not include the cost of any field trips. b) The fee is payable at the same time as the school tuition fee.
B. REFUNDABLE FEES			
5	Food services	See attached fee	See attached regulations
6	Bus services	See attached fee	See attached regulations
7	Boarding house (1 student/1 SY)	162,000,000	This fee includes accommodation, meals (breakfast, lunch, dinner and snacks), bus, laundry service and weekend activities
8	English Language Learning Programme (ELL) (1 student/1 SY)	92,000,000	The ELL fee is required at the time of registration. Students graduating from the ELL Program at the end of semester 1, will receive a pro-rated refund for the remainder of the program.
C. OTHER FEES			
9	IBDP application fee (1 student/1 course)	22,000,000	This fee applies to current students at the time of acceptance to IBDP. This fee will be deducted from the final payment of Grade 12 tuition fees or refunded 100% if the student withdraws from the programme before it begins in August 2020.
10	Field trip and other fees (if applicable)		Will be determined and communicated during the school year depending on the destination and duration of the trip.
11	Obtaining copies of school records	Free of charge	For first-time requests only. (1 student/ 1 set of records)
		50,000	Applicable to subsequent and any additional requests (1 student/ 1 set of records)

3. SIBLINGS POLICY

3.1 This policy is applied to the tuition fee only and for families with 2 or more biological children who enroll at the Canadian International School provided that tuition is made in full and on time.

- 2nd child: a 5% discount is applied to debit tuition

- 3rd and subsequent children: a 10% discount is applied to debit tuition

3.2 This policy does not apply to a family whose child(ren) have already received financial-aid or any other CISS special offers.

4. RE-ENROLMENT POLICY AND PARENTS' RESPONSIBILITY

4.1 For all returning students, a placement for the student in the new school year is guaranteed until 30th June 2020 provided the following requirements are met:

- Re-enrolment confirmation is received by the school according to the annual re-enrolment procedure
- **Re-enrolment deposit** or **Full year tuition fee for 2020-2021** is recorded by the CIS Accounting Department.

4.2 After 30th June 2020, the school prioritizes class arrangements for all students on the condition that:

- Students are accepted according to the school's Policy of Enrolment and Re-enrolment
- Placements are available at the appropriate grade level
- Tuition fees are made in full and on time as per the school policy

4.3 Tuition and other fees are only applicable once the student is accepted by the school. Completion of tuition and other fees prior to the student's official acceptance does not under any circumstances guarantee a placement for the student.

4.4 In a case where the tuition fee is made in advance but the student is not eligible to meet with the school's enrolment conditions, the school commits to refund the tuition without incurring interest.

5. TIME OF PAYMENT AND PAYMENT METHODS

5.1 All tuition and other fees are considered valid payments and eligible for preferential policies (including payment discount) and are applied based on the date the school receives the full amount via bank transfer or by cash or other forms without any deduction for any transaction fees (e.g bank transfer fees).

5.2 Payment in cash, via bank transfer or by bank card at the school

5.3 Bank transfers should be made to one of the following bank accounts:

ACCOUNT NAME	CÔNG TY CP TRƯỜNG TH – THCS – THPT QUỐC TẾ CANADA	ACCOUNT NAME	CÔNG TY CP TRƯỜNG TH – THCS – THPT QUỐC TẾ CANADA	
ACCOUNT NUMBER	2425262728 (VND)	ACCOUNT NUMBER	0181002345679 (VND)	0181371235679 (USD)
BANK	Asia Commercial Bank HCMC Branch 480 Nguyen Thi Minh Khai, Ward 2, District 3, HCMC	BANK	Vietcombank Sai Gon South Branch 23 Nguyen Huu Tho, Tan Hung Ward, District 7, HCMC	
SWIFT CODE	ASCBVNVX	SWIFT CODE	BFTV VNVX 018	

Please ensure the following information is written in Payment Order

[Student ID] – [Student's full name] – [Current Grade level]

5.4 Student can only be enrolled once all payments are made.

6. LATE ENROLMENT

6.1 Percentage of the annual tuition fee

This percentage is applied to published tuition fees and ELL fees:

Entry Date	Percentage (Published fees)	Entry Date	Percentage (Published fees)
August - September 2020	100%	January – February 2021	50%
October 2020	90%	March 2021	40%
November 2020	80%	April 2021	30%
December 2020	70%	May 2021	20%

Percentage of other fees

Meal service, Bus service and Boarding house fees are calculated at the rate of service usage until the end of the school year.

7. REFUND POLICIES

7.1 Procedure

Parents must complete and submit <<Withdrawal form>> to the Academic Services Office (ASO) at least 60 days prior to student's last day (Verbal notification is **not** accepted).



7.2 Percentage of refund

Refund policies are **only** applied to **Tuition made in full** and are subject to the following schedule:

Last day or default last day	At least 60 days prior to departure	At least 30 days prior to departure	Less than 30 days prior to departure
Before school starts	100% of the tuition fee with the deduction of the deposit fee	100% of the tuition fee with the deduction of the deposit fee	100% of the tuition fee with the deduction of the deposit fee
Before 1 st Oct 2020	60% of paid tuition	50% of paid tuition	40% of paid tuition
1 st Oct – 31 st Dec 2020	35% of paid tuition	25% of paid tuition	20% of paid tuition
1 st Jan – 31 st Mar 2021	15% of paid tuition	10% of paid tuition	No refund
After 31 st Mar 2021	No refund	No refund	No refund

NOTE:

- The refunded fees and other fees will be interest-free and non-refundable for the days the student is absent during the school year.
- The refund policy is applicable to all withdrawal cases (for force majeure, pandemic or any other reasons) and all dismissal cases regarding any school violations or any other reasons (diseases which leads to any disability to continue their study...).

7.3 Time of refund

Refund amounts are to be made within **15-20 working days** after the approved student's last day.

7.4 Refund cases

Fees are non-refundable except under the following circumstances:

- Meal, bus services:** Refunds are made in accordance with the policy of each service.
- Boarding house:**
 - The percentage of refund is proportional to the remaining time of the service which has not been used by the student. The time is calculated on a monthly basis, based on the number of months of using the service;
 - Parents must inform the Academic Services Office (ASO) at least 30 days prior to student's last day of using the service.

8. LATE PAYMENT POLICY

All fees must be paid according to the published date(s).

Late penalties:

After 15 days from the last required payment date, a 0.1% penalty applied on the total amount of the outstanding fee on a daily basis. The penalty will depend on the actual receiving date at CIS. Besides, the school reserves all rights to allow the student(s) to continue at school or not regarding late payments.

FOR PARENT'S ACKNOWLEDGMENT ONLY

I have read the CIS 2020-2021 Tuition and Fee Schedule. I understand and agree with all payment terms and promotions as well as all refund policies and others as published in this Tuition and Fee Schedule.

Parent/ Guardian's Full Name:

Confirmed Signature:

Date:

--The end of Tuition and Fee Schedule--