HARROW INTERNATIONAL SCHOOL BANGKOK

SCHEDULE OF FEES AND CHARGES - ACADEMIC YEAR 2020/21

(All amounts in Thai baht (THB))

Application Fee **THB 5,000** non-refundable, to be paid prior to or on the assessment date.

Admission Fee **THB 225,000** non-refundable, payable upon acceptance of the student and before he/she is admitted to the school. Students who are children of alumni receive a THB 100,000 discount on the Admission Fee.

Deposit **Day student THB 200,000** refundable; **Boarding student THB 275,000** refundable.
The deposit is payable upon acceptance of the student and before he/she is admitted to the school.
It will be refunded when the student leaves the school, less any outstanding fees or charges. Certain conditions apply to the refund (see page 3, Notice of Leaving).

Tuition Fees

Tuition Year Group	Annual Fee (THB)	Term 1 Instalment	Term 2 Instalment	Term 3 Instalment
Pre Nursery - Half day	**439,000**	178,000	143,900	117,100
Pre Nursery - Full day	**499,000**	202,400	163,600	133,000
Nursery - Half day	**529,000**	214,500	173,400	141,100
Nursery - Full day	**609,000**	247,000	199,600	162,400
Reception	**624,500**	253,300	204,700	166,500
Year 1 – Year 5	**729,900**	296,000	239,200	194,700
Year 6 – Year 8	**813,500**	329,900	266,700	216,900
Year 9 – Year 11	**905,500**	367,200	296,800	241,500
Year 12 – Year 13	**949,800**	385,200	311,300	253,300

Boarding Fees

Boarding Fees	Annual Fee (THB)	Term 1 Instalment	Term 2 Instalment	Term 3 Instalment
Weekly (up to five nights per week)	**407,000**	165,100	133,400	108,500
Full (six or seven nights per week)	**509,000**	206,400	166,900	135,700

The boarding fees are inclusive of all meals, evening tutoring, and certain activities (afternoons and weekends). There is an additional charge for airport transfers. The boarding fees also include coverage under the school's group medical insurance policy (details can be obtained from the Human Resources Department). However since the school's policy has limits on the amount and extent of coverage it is recommended that each student also has his/her own medical insurance policy appropriate to their circumstances.

Parents will also be billed **THB 20,000** for each boarder at the beginning of each academic year to cover incidental costs. Any unused money will be carried over to the following year or reimbursed to parents when the boarder leaves boarding. Should such incidental costs exceed **THB 20,000**, then additional sums will be billed during the year in amounts of **THB 10,000**.

Toddlers Fees (Aged from 18 to 30 months)

Toddlers Fees	Session Duration	Fee per Session (THB)
Toddler and parent group	Two hours	**1,300**
Toddler only group	Half day	**1,700**
Toddler only group	Full day	**2,100**

Parents need to prepay a minimum of two sessions per week for a full term. No refunds will be given for sessions where the child fails to attend. Any sessions cancelled by the school will be made up and a credit given for the next available session. The above fees include the cost of snacks and lunches.

For pupils joining the school at Toddlers who wish to continue to Pre Nursery, the Admission Fee is **THB 112,500** non-refundable. The Admission Fee is payable upon acceptance of the student and must be paid before the student enters Toddlers. On transfer to Pre Nursery, the second and final portion of the Admission Fee of **THB 112,500** is payable, non-refundable. The Toddlers Admission Fee is refundable if the student subsequently fails the assessment for Pre Nursery entry.

Sibling Discount

Discounts on Tuition and Boarding Fees will be applied for siblings who are in the school at the same time, as follows:

Third child	5% for that child
Fourth child and subsequent children	10% for each such child

Annual Payment Discount

The school provides the opportunity of prepaying the full year's fees in one lump sum and will grant a discount of 1.5% provided the total year's fees less the discount are received before the due date for the Term 1 instalment. Please contact the Accounts Office (email: Finance@harrowschool.ac.th) to obtain the full year invoice inclusive of the 1.5% discount.

Waiting List Fee

THB 225,000 once only for any student who has passed the admission assessment and is placed on the school's waiting list. When a place becomes available there is no additional Admission Fee to pay. If a place is not available within 12 months of being placed on the waiting list, the school will refund the Waiting List Fee in full, or you can request to remain on the waiting list and the Waiting List Fee will be refunded at a later date if a place is not available.

Meals

Lunchtime meals and other snacks are provided by the school at no additional charge.

Uniform

Uniform can be purchased from the school shop, which also has a range of accessories, stationery and other materials.

Textbooks

Textbooks are provided free of charge for all years up to and including Year 9. Students in Years 10-13 can either pay the school to provide textbooks at cost (plus an administrative charge), or can purchase the textbooks themselves.

Expeditions and Trips

All year groups from Year 1 upwards have a compulsory residential trip each year. Charges for these expeditions will be billed prior to the event taking place. In addition, there will be opportunities for other expeditions, camps, cultural visits, sporting and outdoor pursuits throughout the year. Costs will be billed when these additional events take place. There will be no refund for these trips and expeditions other than at the sole discretion of the Head Master and only recoverable, non-shareable costs will be refunded.

After-school Activities

A charge is made for after-school activities which varies depending on the type of equipment used, the instruction, any testing required and any special clothing or accessories needed. Parents will be given details of the charge for each after-school activity and students may select from a range of activities.

Saturday School

Attendance at Saturday School will incur an additional charge per term, equivalent to **THB 1,900** per day, plus certain examination charges used for benchmarking purposes. There is a small, once only, entrance fee to join this programme. Saturday School is open to all students; for those receiving English Language Support, attendance is highly recommended. Students are expected to attend every Saturday throughout the term in order to benefit fully from the additional teaching provided on Saturdays.

Individual Music Lessons

Individual music lessons are charged at **THB 750** per half-hour lesson per instrument. Billing will be made on a termly basis. For further information please contact the Music Department.

Examinations/Study Leave

Examination Fees, regardless of the number of examinations taken, will be charged for IGCSE/AS/A2/EAL candidates, the maximum charges are as follows:

Tuition Year Group	Year 10	Year 11	Year 12	Year 13
Examination Fees (THB)	**25,000**	**23,000**	**37,000**	**32,000**

These Examination Fees cover the regular examination programme for each student's particular course of study throughout these years. Students will be charged an additional fee for undertaking any resits of particular examinations or making an enquiry about their results.

Students taking tests of English proficiency will be charged the actual cost plus an administration charge when they sit the exams.

Students in Years 11-13 will be given study leave for part of Term 3 prior to and during the examinations period. We strongly advise students to take up the study options offered at school during this period so that tuition is ongoing throughout the examination period and also because fees are payable for the whole year's tuition. There is no fee refund for those not attending school during examination revision times.

English Language Support

English language support will be provided to those students from Pre Nursery to Year 5 who, in the school's judgment, require this additional support. There is no additional charge for this support and it will be provided for a maximum period of three years.

Group Personal Accident Insurance

The school's group personal accident insurance policy covers each student up to **THB 15,000** for medical expenses and **THB 150,000** for accidental death or permanent disability. Insurance details can be obtained from the Human Resources Department. It is recommended that each student also has his/her own medical policy appropriate to their circumstances since the school's group personal accident insurance policy has limits on the amount and extent of coverage.

Notice of Leaving (Refund of Deposit)

One full term's notice, in writing on the official Notice of Withdrawal Form to the Head of School, is required for any student leaving the school, or leaving boarding to become a day student. The official Notice of Withdrawal Form must be completed and signed by the parent and Head of School. The form can be obtained from the Admissions Department. It is not sufficient to verbally inform a member of the school or send an email to advise that a student is leaving. The official Notice of Withdrawal Form must be signed and submitted to the Head of School one full term before leaving the school. Notice of leaving the school and/or boarding must be received by the first week of the term in which the student is leaving at the end of. Where less than one full term's notice is provided, then the deposit will not be refunded. Students graduating at the end of Year 13 are exempted from this requirement to give notice.

Entry/Leaving other than at Beginning of the Academic Year

For students entering or leaving the school later in the academic year, annual fees will be prorated on the basis of weeks of tuition remaining in the year (including the week of entry) compared to the total weeks of tuition per annum.

Extended Absence

In the case of a student being absent from the school for an extended period exceeding 4 weeks due to sickness or other related causes, the school will consider giving a credit equivalent to the tuition time lost against future fees on the student's return to school. Refunds of fees already paid are not given. Parents are reminded to keep the school informed as developments occur so that decisions can be taken as needed in the best interests of the student.

Bus Service Charges

Service	Annual Fee (THB)	Term 1	Term 2	Term 3
Door to Door (round-trip basis)				
- Zone 1	**101,400**	41,100	33,200	27,100
- Zone 2	**105,600**	42,800	34,600	28,200
- Zone 3	**109,700**	44,500	36,000	29,200
- Zone 4	**115,900**	47,000	38,000	30,900
Shuttle Service (round-trip basis)				
- Mo Chit (BTS car park)	**65,200**	26,400	21,400	17,400
- Wat Phoman (Rama III)	**72,500**	29,400	23,800	19,300

- One-way trips are calculated at 75% of round trips
- A sibling discount is available when using the bus service
- The zonal system above is based on distance from the school. The Transportation Coordinator will advise parents which zone is applicable for their location
- Cancellation of the service must be made half a term in advance and in writing to the school's Transport Office
- Refunds for cancellation are calculated on a half-term basis only
- Bus service charges may be adjusted term by term

For more information please contact the Transportation Coordinator, gave_bu@harrowschool.ac.th, Tel: 02 503 7222 Ext. 1910

Payment Dates - Billing Calendar

All fees are payable in advance of each of the three terms and are billed in accordance with the school's billing calendar as below. Penalties apply where fees remain outstanding after the due date. All school fees and charges are reviewed annually.

Billing Calendar	Term 1 Instalment	Term 2 Instalment	Term 3 Instalment
Invoice issued	8 June 2020	6 November 2020	1 March 2021
Invoice payment due date	30 June 2020	27 November 2020	26 March 2021
Term start date	20 August 2020	5 January 2021	19 April 2021

Additionally, there may be other invoices issued throughout the year depending on the type of charges incurred.

Method of Payment

All fees and charges are billed and payable in Thai baht. The school does not accept payment in cash.

Payment by Cheque and Bank Transfer

Payments can be made by crossed cheque, payable to 'Harrow International School Bangkok', or by bank transfer as detailed below. Since banks in Thailand do not provide the payer's name to the school, it is important to scan the deposit slip and email it to finance@harrowschool.ac.th.

Overseas transfer payments should be remitted net of all bank fees. Kindly scan the deposit slip and email to finance@harrowschool.ac.th and also ensure the student name is included in the payment details box on the remittance application to the bank.

Bank Name	Kasikorn Bank Public Company Limited
Branch Name	IT Square
Account Name	Harrow International School Bangkok
Account Number	057-1-55904-8
Swift Code	KASITHBK
Bank Address	A-026 IT Square Building, Chaengwattana Road, Bangkhen, Laksi, Bangkok 10210

Payment by Credit Card

The school accepts payment by credit card either online via the payment gateway in the Parent Portal, or in person at the school's Finance Office. There is an administration charge payable by the parent for the use of credit cards based on the amount paid. This administration charge will be added to the total amount to be paid by the parent. Currently the maximum administration charge is 1.3%, but is subject to change as advised by the credit card providers.

Late Payment Charge

Amounts outstanding after the due date will incur a late payment charge of 1.5% per month accruing on a daily basis from the due date. This charge is repeated on a monthly basis whilst fees remain unpaid.

Terms and Conditions

Parents are required to sign the school's Parental Terms and Conditions Agreement, which is the primary agreement between the parents and the school. This Schedule of Fees and Charges does not replace or is not a substitute for the Parental Terms and Conditions Agreement.

For Enquiries

For enquiries, in the first instance please contact email: finance@harrowschool.ac.th otherwise contact:
Ms. Saowaluck (Neung), Accounts Manager email: neung@harrowschool.ac.th Tel: 02 503 7222 Ext. 1139