

ARIS TUITION STRUCTURE FOR ACADEMIC YEAR 2020/2021 - NEW STUDENTS

Al-Rayan International School (ARIS) Board of Directors has approved the following Tuition Structure for 2020/2021 academic school year. This structure does not include uniforms, snacks or lunch. **Your signature on the contract page signifies your acceptance of these terms.** Due to incurring both Ghana Cedi (GHS) and US Dollar (USD) expenses, **these amounts are payable in Ghana Cedi equivalent based on the current school rate.**

1. APPLICATION FEE - PAYABLE AT ADMISSION

An application fee of **USD 50** is payable to cover the administrative costs associated with the admissions process. The fee is non-refundable and must be paid prior to the start of the admissions process. In the event that a student is denied admission or does not take up the offer of a place, the application fee is valid for the academic year for which it is paid plus one more academic year.

2. ASSESSMENT FEE - PAYABLE AT ADMISSION

An assessment fee of **USD 100** is chargeable to students enrolling from Year 3 onwards. This assessment fee once paid is non-refundable. It is not applicable if a student will not be assessed.

3. REGISTRATION FEE - PAYABLE AT ADMISSION

The Registration fee is a one-time, non-refundable payment for all new students and must be paid in full at the time of admission.

Year	Registration Fee
	USD
Foundation: Playgroup, Nursery, Reception	\$1,500
Primary Years Program (PYP) 1 - 6 Middle Years Program (MYP) 7 - 11 IB Diploma Programme (IBDP) 12-13	\$2,500

4. SEAT CONFIRMATION

The registration payment to enter Al-Rayan International School covers a continuous period of study at ARIS. Students who withdraw from ARIS and re-enroll after less than two years are classified as “continuous enrolment”. An absence greater than two years is considered as “non-continuous enrolment” and a registration fee is assessed. Registration fee is non-refundable.

5. CAPITAL LEVY

Students joining ARIS in Foundation through Year 13 are subject to a non-refundable New Student Capital Levy to cover the cost of ongoing improvements to buildings and facilities. 100% of the New Student Capital Levy is payable regardless of the timing of when a student joins in the academic year. Payment of the Capital Levy secures a place for the student and is payable on notice of admission. A student may not start school until the Capital Levy has been paid in full. Capital Levy is paid annually at seat confirmation on May 1. Full Capital Levy is due if the child enrolls at any point during the first semester. Capital Levy reduced fees apply for enrollments during the second semester.

Year	Capital Levy
	USD
Foundation: Playgroup and Nursery	\$800
Primary Years Program (PYP) Reception, 1 - 6	\$1,100
Middle Years Program (MYP) 7 - 11 IB Diploma Programme (IBDP) 12-13	\$1,100

- Students commencing in Semester 1 pay 100%, Semester 2 pay 70% of the full year.
- New students must pay the Capital Levy with their tuition.

6. TUITION

Tuition fees cover all major operating expenses of the school including salaries, class resources and supplies. Fees may be paid on an annual basis or in two payments. All payments must be made in full, before the set deadline. Tuition once paid is non-refundable.

A family of 2 or more fee paying students concurrently enrolled at ARIS will receive a 10% scholarship on the tuition fee of the second child, a 20% scholarship on tuition fee of and onward.

New students enrolling after the commencement of a semester must pay for the entire semester.

- Students withdrawing after the commencement of a semester forfeit the remainder of that semester's fees.
- **Parents must provide one full semester advance written notice to the Head of School if they intend to withdraw their child. Failure to provide this notice will incur a fine of one semester school fees.**

Total Tuition	USD
Foundation: Playgroup, Nursery, Reception	\$6,300
Primary Years Program (PYP) 1 - 6	\$7,570
Middle Years Program (MYP) 7 - 10	\$8,960
IB Diploma Programme (IBDP) 12-13	\$9,735

7. ADDITIONAL FEES

Additional fees include, but are not limited to: External exams such as the International Baccalaureate Diploma Programme (IBDP), English as a second language (EAL), special education needs (SEN), transportation, late charges, co-curricular activities, school field trips, uniforms, uniform replacements, books.

Additional Fees	USD
Year 6 Exhibition Fee	\$150
Year 7-13 Tablet Device Fee	\$350
Year 11-13 Software Fee	\$100
Year 12 IBDP Calculator (optional)	\$115
Year 13 Graduation Fee	\$150
Parent School Association (PSA) Fee	\$30
Personalised Learning Department (PLD) per semester	Pull-out sessions \$1500
	One-on-One \$2,500
English as an Additional Language (EAL) per semester	\$1,500

8. PAYMENT PROCEDURE

For new students, the First semester fees, registration, and CLC must be paid in full before the first-day of attending School. For the equivalent in GHS, please call the school on the day of payment +233 0307002461. Please be advised that changes in the exchange rate will have to be honored. All payments must be paid at the relevant bank, details listed below, by direct deposit or wire transfer in **GHS equivalent or US Dollars. Checks must be made** in favor of 'Al-Rayan International School'. Checks are credited to the student account once cleared. All payments must be made free of all bank charges and commissions. **All payments must have the following information:**

School Name: Al-Rayan International School

Student Name: write your wards name

Student ID number: write your students ID number

GHS	US\$	
Beneficiary Name: Al-Rayan International School Bank: Absa Bank Ghana Ltd Branch: High Street Account No. 0481367778 Sort Code: 030148 Swift: BARCGHAC	Beneficiary Name: Al-Rayan International School Beneficiary Address: Shiashie Rd, P.O.Box AC-84, Accra Central Phone Number: +233302507609 Beneficiary Bank: Absa Bank Ghana Ltd Branch: High Street Account No. 0641449946	
Please include student id when making payment and email proof of payment to: studentaccounts@aris.edu.gh	US Correspondent Bank: Address: Account Name: Account No.: BIC Code:	Citibank N.A., New York 399 Park Avenue, New York New York 10043 Barclays Ghana USD 36371567 CITIUS33

- Fee notices are issued one month before the deadline. Late payments will incur a flat fee penalty of \$100 and accrue an additional penalty of 5% per month.
- All questions relating to fee payments must be made in writing to the Head of School/Financial Controller.
- Delinquent accounts will be sent to the ARIS board for seat cancellation. The ARIS Board reserves the right to place a seat cancellation on any student (s) who have a delinquent account. All attempts will be made to ensure that this is the last action taken, after every attempt has been made

Returned Check Policy

- If your check is returned unpaid by your bank for insufficient funds, stopped payment, or account closure, Student Accounts notifies you and allows you five days to make full payment by bank cash deposit or debit/credit card.
- If you stop payment on a check, you are no longer eligible to pay by check.
- If your check is returned unpaid by your bank, you may only pay balances with debit/credit card or bank cash deposit for any ARIS invoices for one year.
- If you have had two checks returned unpaid by your bank for payment, you are no longer eligible to pay by check.
- If full payment is not received, your students seat is cancelled. You are liable for all tuition and fees plus any penalties on your account.
- You are charged a \$100 fee for any check returned unpaid for any reason.

CONTRACT FOR ENROLMENT FOR THE 2020/2021 SCHOOL YEAR

NAME(S) OF STUDENT(S):

1. _____ Year _____ 2. _____ Year _____
 3. _____ Year _____ 4. _____ Year _____

I understand the total tuition fees, per student, will be as follows:

	ARIS Tuition Structure				
	Registration 100% Due on Admission	Total Yearly Tuition	50% Due on Admission	50% Due on or before Dec 1	New Student Capital Levy (100% Due on Admission)
Foundation, Early Years: Playgroup and Nursery	USD 1,500	USD 6,300	USD 3,150	USD 3,150	USD 800
PYP: Reception, 1 - 6	USD 2,500	USD 7,570	USD 3,785	USD 3,785	USD 1,100
MYP: 7 - 11	USD 2,500	USD 8,960	USD 4,480	USD 4,480	USD \$1,100
DP: 12 - 13 CP: 12- 13	USD 2,500	USD 9,735	USD 4,867.50	USD 4,867.50	USD \$1,100

Please check to indicate you understand the additional fees:

- Additional fees include, but are not limited to: External exams such as the International Baccalaureate® (IB) Middle Years Programme (MYP), International Baccalaureate® (IB) Diploma Programme (DP), International Baccalaureate® (IB) Career-related Programme (CP), English as a second language (EAL), transportation, Tablets Fee, Exhibition Fee, Software Fee, IBDP Calculator, Graduation Fee , Parent School Association (PSA) Fee, Personalised Learning Department (PLD), late charges, co-curricular activities, school field trips, uniforms, uniform replacements.

Please provide information about the person to contact concerning payment if the tuition and fees are paid by your employer.

Company: _____ Employer Email: _____

Name & Title: _____ Parent Email: _____

Phone #: _____

I, the undersigned, acknowledge and accept the Tuition Structure as outlined in this document. As parent/guardian I am personally responsible for all tuition and associated fees regardless of any arrangements I may have with my employer or sponsoring organization.

Parent's Name: _____ Parent's Signature: _____ Date: _____

Please email your scanned signed copy to studentaccounts@aris.edu.gh or return this signed contract with your admissions packet.