



SCHOOL FEES and PAYMENT SCHEDULE School Year 2020-2021

1st semester: 24 August – 18 December 2020
2nd semester: 11 January – 17 June 2021

Tuition Due (on or before): 24 July 2020
18 December 2020

BASIC FEES

TUITION - This is payable in advance for the whole year or per semester. Tuition is due one month prior to the first day of school or upon enrollment. For semestral payments, payment is due one month prior to the first day of each term. Tuition may be paid via wire transfer or direct deposit to school accounts or via cheque. Cash payments are discouraged.

Annual Tuition

Nursery	PhP 282,000	Grades 1 - 5	PhP 409,000	Grades 9 - 10	PhP 492,000
Pre-K / K	PhP 318,000	Grades 6 - 8	PhP 430,000	Grades 11 - 12	PhP 511,000

1st Semestral Tuition

Nursery	PhP 141,000	Grades 1 - 5	PhP 204,500	Grades 9 - 10	PhP 246,000
Pre-K / K	PhP 159,000	Grades 6 - 8	PhP 215,000	Grades 11 - 12	PhP 255,500

2nd Semestral Tuition

Nursery	PhP 149,000	Grades 1 - 5	PhP 215,000	Grades 9 - 10	PhP 260,000
Pre-K / K	PhP 167,500	Grades 6 - 8	PhP 227,500	Grades 11 - 12	PhP 272,500

EDUCATIONAL RESOURCES –Represents resources essential in supporting the school curricula: Library, Sports, Laboratory, Educational Information Technology, Student Support and Student Life Services and School-Owned Textbooks. To be paid in full one month prior to the first day of school or upon enrollment. Educational Resources in non-refundable.

Nursery	PhP 50,000	Grades 1 - 5	PhP 70,000	Grades 9 - 10	PhP 130,000
Pre-K / K	PhP 50,000	Grades 6 - 8	PhP 90,000	Grades 11 – 12	PhP 170,000

MISCELLANEOUS FEE - This is to be paid in full one month prior to the first day of school or upon enrollment. Miscellaneous Fees cover 4 vehicle stickers, 4 parent/guardian IDs, one (1) yearbook, one (1) student ID and school-related field trip(s), and partial subsidy of overnight & out-of-town trip(s), where applicable, but exclusive of trips abroad / summer camp. Miscellaneous Fee is non-refundable. **PhP 25,000**

ONE TIME FEES

CAPITAL DEVELOPMENT FEE (CDF) - To be paid in full one month prior to the first day of school or upon enrollment. No interest will accrue on CDF deposits. The CDF is refundable once the child withdraws or graduates from CISM. **PhP 150,000**

APPLICATION FEE – To be paid in full upon submission of application. **PhP 3,500**

SLOT RESERVATION FEE

RE-ENROLLMENT DEPOSIT - Applicable to RETURNING students to secure a place for the upcoming school year. Payment is due upon confirmation and acceptance of Letter of Invitation from CISM. Failure to pay the enrollment deposit by the deadline stipulated may result in the student's place being given away to new/other applicants. The deposit is non-refundable and will be applied to Educational Resources Fee. **PhP 75,000**

MATRICULATION FEE - Applicable to NEW students to secure a place for the upcoming school year. Payment is due upon confirmation of Letter of Acceptance from CISM. Failure to pay the Matriculation Fee by the deadline stipulated may result in the student's place being given away to other applicants. Students who have paid this fee, withdraw, and subsequently return to CISM within 24 months will be levied 50% of the applicable Matriculation Fee upon re-enrollment. The one-time fee is non-refundable. **PhP 75,000**

OTHER FEES

PTA FEE - An annual subscription rate applicable per family **PhP 2,500**

CARE/EAL PROGRAM (as required) **PhP 125,000/year or PhP62,500/semester**

ADDITIONAL FEES

Extra Vehicle Sticker / Lost School ID **PhP 300**

Transcript of Record (per copy, excluding postage) **PhP 300**

IB Candidate Subject Fee(s) **as invoiced by IB**

IB Assessment International Courier Cost **as invoiced by DHL/FedEx**

SUPPLEMENTARY POLICIES

NEW STUDENTS ENTERING AFTER THE START OF A SEMESTER

Students who enter during the 1st Quarter, FULL Tuition (Annual or 1st plus 2nd Semester) is charged.

Students who enter on or during the 2nd Quarter, Half of 1st Semester's Tuition plus Full 2nd Semester's Tuition is charged.

Students who enter on or during the 3rd Quarter, Full 2nd Semester's Tuition is charged.

Students who enter on or during the 4th Quarter, Half of 2nd Semester's Tuition is charged.

REFUNDS

If a student withdraws, refund of Tuition is per quarter, calculated on an annual (in the case of Full Annual payment) or semestral basis. Refund of Tuition will not be pro-rated for part of a quarter, regardless of the number of days attended. Educational Resources, Miscellaneous, and any other Fees are NOT refundable. The CDF is refundable when the student withdraws or graduates from the school with the proper clearance. In case of default on any tuition, fees, surcharges, or penalties, the CDF will be applied against all unpaid obligations of the student to CISM. The CDF will be refunded via Philippine Peso cheque within a month after submission of the Clearance Form.

PAYMENT TERMS

Payment should be made via cheque(s) denominated in Philippine Pesos (PhP). CISM does not accept payment in other currencies. Additionally, cheque(s) issued by foreign / offshore banks will not be honored. All financial transactions shall be conducted at the Cashier's Office and cheque(s) made payable to Chinese International School Manila, Inc. Bank to bank wire transfers denominated in Philippine Pesos (PhP) should reflect payment net of relevant bank charges.

Schools Fees are payable in advance for the whole year. For semestral payments, post-dated cheques are required to be submitted on the deadline date stated above or in the Statement of Account, whichever is earlier. If School Tuition and Fees are not paid when due, CISM shall take action to suspend the student's right to attend classes, to participate in any school and after school activities and events, to receive report cards, academic records or transcript of records.

Cheques will no longer be accepted from those who have issued CHEQUES DISHONORED by banks for insufficient funds, closed accounts and/or other reasons. Only bank to bank wire transfers denominated in Philippine Pesos (PhP) shall be accepted. Every month delay in collection shall be levied a penalty of 2% or PhP3,500 per month on all school Tuition and any other Fees which remain unpaid and outstanding after the due date stated. Failure to meet these financial obligations in a timely manner may result in forfeiture of the student's reservation or place.

Educational Resources, Matriculation, and Miscellaneous Fees are non-refundable & non-transferable and shall not be prorated for partial attendance during a semester.