

CVK FEE SCHEDULE

CANADA – VIỆT NAM KINDERGARTEN (CVK D7)

Academic Year 2019-2020

1. Tuition Fee:

(Currency: VNĐ)

ADMISSION FEE	PAYMENT OPTION & DUE DATES			
	Published Tuition Fee (Payment before 15/07/2019)	2-Installment		9-Installment (Before the 25th of the previous month)
Installment 1: Before 15/07/2019		Installment 2: Before 15/12/2019		
3.000.000 VNĐ	121.500.000 VNĐ	65.000.000 VNĐ	65.000.000 VNĐ	15.600.000 VNĐ

* Tuition fee includes of 2 uniform sets, 1 PE uniform set.

* In case of not paying on time or incomplete payment, the school reserves the rights to discontinue student's study at CVK and will not supply any document, academic record and certificate of student.

2. Other fees:

No	Detail Fee	Amount (VNĐ)	Regulation
I.	NON-REFUNDABLE FEE		
1	Admission Fee	3.000.000	- is payable together with tuition fee within 3 days and upon the offer of a placement in the school.
2	Deposit Fee (for new and current students)	10.000.000	- Payment of the deposit will guarantee a seat for the student in the next academic year. - The deposit is non-transferable, nonrefundable but deductible to the final installment.
3	After school care service	100.000 per hour	- The service is available until 18.00 only. The flat fee is 100.000 VNĐ.
II.	ADDITIONAL FEES		
1	Meal Plan	Fee details attached	Detail document attached
2	Bus service	Fee details attached	Detail document attached

3. Tuition Fee Bonus Scheme and regulation:

3.1 Tuition Fee Bonus Scheme:

- Existing students making full payment by 30/04/2019 will be applied with 7% discount of the Published Tuition Fee 2019 – 2020 (121.500.000 VNĐ).
- Full payment made from 16/07/2019 to 31/10/2019 will be applied with 3% discount of the 2-installment tuition fee 2019 – 2020 (130.000.000 VNĐ)
- Full payment made from 01/11/2019 to the end of the first semester will be applied the same fee as the 2-installment option (130.000.000 VNĐ)

3.2 Sibling discount:

This policy is applicable to families with more than 1 child enrolled in the CIS system 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.

4. Enrolment Policy Guidelines:

4.1 To existing students:

Priority enrolment (until 01/06/2019) is provided to existing students as below:

- Parents has submitted the re-enrolment application and
- Deposit fee payment (10.000.000 VNĐ) has been made in full by the due dates

We are not responsible to secure the placement in 2019-2020 academic year for students whose re-enrolment application and deposit fee payment are not completed by the due date.

4.2 To new students:

Priority enrolment is provided to new students if the deposit fee is completed in full by due date.

5. Payment method:

5.1 Tuition and additional fees payment:

- The date we receive full payment will be the evidence to apply the tuition fee bonus scheme.
- The tuition fee bonus scheme is applied if the payment is made by the due dates.
- The bank fees will be paid by the parents.
- Payment can be made by cash, debit/credit cards at the Admission office or by bank transfer to the accounts as described below:

Account name: **Công ty Cổ phần Trường Mầm non Canada - Việt Nam**
Account number: **565678788**
Bank Address: **Asia Commercial Bank – HCMC Branch**
480 Nguyen Thi Minh Khai, Ward 2, District 3, HCMC, Vietnam
Swift Code: **ASCBVNVX**

Note: Any transfers must include the student's name, class and details of the payable fees. Parents should provide the Accounting Department (ketoanthu@cvk.edu.vn) with a copy of the payment order form from the bank.

5.2 Late enrolment:

Entry Date	Fees and Payment Options	
	Admission Fee	Tuition Fee
Semester I: From 26/08/2019 to 06/01/2020	3.000.000 VNĐ	From 26/08/2019 to 31/10/2019 Available options: - Full payment (130.000.000 VNĐ) with 3% discount - 2-Installment payment - Monthly payment.
		From 01/11/2019 Available options: - Full payment (130.000.000 VNĐ) - 2-Installment payment - Monthly payment.
Semester II: From 07/01/2020 to 29/5//2020	1.500.000 VNĐ	Available options: - 2-Installment payment - Monthly payment.

5.2 Late payment:

The school will apply a 0.1% penalty fee for each late day to balance of the remaining fee, after 15 days past the payment due date.

5.3 Non-payment:

After 60 days past the payment due date, (in addition to the 0.1%/day penalty fee), the school records will be withheld and the school reserves the right to not allow the student to attend class in the vent of non-payment.

6. Withdrawal and Refund Policy

6.1 Withdrawal:

In the event that a parent wishes to withdraw a student, a written notice of withdrawal must be made on the standard Withdrawal Form and returned to the school office at least 30 days before the student's last day in school. The school will refund a portion of any prepaid Tuition Fee (if any) after 2 weeks, from the student's last day in school.

In the event that parents fail to provide the school office with a 30-day advance written notice, the School will provide a refund after 5 weeks, from the student's last day in school.

6.2 Tuition Fee Refund Policy:

- **Full Payment Option**

Student's last day in school	Refund
15/09	60% paid tuition fee
16/09 – 15/12	35% paid tuition fee
16/12 – 31/03	15% paid tuition fee
After 31/03	No refund

- **2-Installment Payment Option:**

Installment	Student's last day in school	Refund
Installment 1	Before 15/10/2019	40% installment-1 payment
	16/10/2019 - 06/1/2020	No refund
Installment 2	07/01/2020 – 31/03/2020	40% installment-2 payment
	After 31/03/2019	No refund

- **Monthly Payment Option (9-Installment Option):** No refund.
- **Tuition Fees and other fees are not refundable for student absent days.**

6.3 Additional Fee Refund Policy:

Please refer to the refund policy of Meal Plan & Bus Service in the attached file.