

# CVK FEE SCHEDULE

## CANADA – VIỆT NAM KINDERGARTEN (CVK D7)

### Academic Year 2020-2021

#### 1. TUITION FEE

| TUITION FOR CURRENT STUDENTS | PUBLISHED TUITION                    |                                     |  |   |
|------------------------------|--------------------------------------|-------------------------------------|--|---|
|                              | Full payment (paid before 15/7/2020) | Full payment (paid since 15/7/2020) | 1st installment: (paid before 15/7/2020) | 2nd installment: (paid before 15/12/2020) |
| 130.000.000                  | 139.200.000                          | 69.600.000                          | 69.600.000                               | 16.700.000                                |

(Currency: VND)

\* Tuition fee includes of 2 uniform sets, 1 PE uniform set and student's personal accident insurance

\* Tuition Fee is not transferable.

\* 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   |
|------------------------------|--|--|--|
| <b>I. NON-REFUNDABLE FEE</b> |  |  |  |
| 1                            | Admission Fee                              | 3.000.000                              | - is applicable only to new students and payable together with tuition fee within 3 days and upon the offer of a placement in the school.  |
|                              | Facility Fee                               | 3,000,000                              | - is applicable to current and new students  |
| 2                            | Deposit Fee (for new and current students) | 10.000.000                             | - Is applicable to current and new students<br>- Payment of the deposit will guarantee a seat for the student in the next academic year.<br>- The deposit is non-transferable, non-refundable if student does not admit to school<br>- The deposit is deductible to the first 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.  |
| <b>II. ADDITIONAL FEES</b>   |  |  |  |
| 1                            | Meal Plan                                  | Consult Meal Plan Fee and Regulation   |  |
| 2                            | Bus service                                | Consult Bus Service Fee and Regulation |  |

### 3. 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 CISS system.*

\* Students with special tuition policies (partners, staff...) or students who join Special Financial Program, Passport... will pay Published Tuition and before July 31st, 2020.

### 4. TUITION PAYMENT POLICY

**4.1 Continuing:** Tuition should be paid fully for the time students enroll to school without any discontinue.

The school only accept full school year payment, 2 installments and monthly payment, we don't accept any partly payment.

**4.2 For new students who choose monthly payment** and their first day of school are not the beginning of the month, tuition of this month will be calculated on prorata basis.

**4.3 Discontinue:** Students stop going to school for a period will be treated as new students and all fee will be applied (admission fee, facilities fee and other fee (if any)).

**4.4 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.

**4.5 No-payment:** After 15 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.

### 5. ENROLMENT POLICY GUIDELINES

**5.1 To existing students:**

**Priority enrolment (until 01/06/2020) 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

**After July 15th, 2020, the School will give priority on class placement for students who complete Tuition/ Deposit Payment and new students that satisfy Admission Conditions.**

We are not responsible to secure the placement in 2020-2021 academic year for students whose re-enrolment application and deposit fee payment are not completed by the due date.

**5.2 To new students:**

Priority enrolment is provided to new students if they are officially approved by the School Leadership Team and the deposit fee is completed in full by due date.

### 6. PAYMENT METHOD

**6.1 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 : **ASCBNVX**

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

## 6.2 Late enrolment:

| Entry Date                        | Admission fee | Facility Fee  | Tuition Payment Plan  |
|-----------------------------------|---------------|---------------|---|
| Semester I: 03/9/2020 - 08/1/2021 | 3,000,000 VND | 3,000,000 VND | Parents can choose different payment plan according to entry date |
| Semester II: 11/1/2021 -29/5/2021 | 3,000,000 VND | 1,500,000 VND |   |

## 7. WITHDRAWAL AND REFUND POLICY

### 7.1 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.

### 7.2 Tuition Fee Refund Policy:

**There will be NO tuition or any related fee refund under these circumstances:**

- Violations to school regulations/ policies/ procedure or disciplinary cases or dismissals
- Force majeure which includes but not limited to war, riots, fire, flood, hurricane, typhoon, earthquake, explosion, disease outbreak, etc.

#### 7.2.1 Full Payment Option

| Student's last day in school | Refund                               |
|------------------------------|--------------------------------------|
| Before the 1st day of school | 100% tuition fee (minus Deposit Fee) |

|                   |                       |
|-------------------|-----------------------|
| Before 01/10/2020 | 60% paid tuition fee  |
| Before 15/12/2020 | 305% paid tuition fee |
| Before 31/03/2021 | 15% paid tuition fee  |
| After 31/03/2021  | No refund             |

**7.2.2 2-Installment Payment Option:**

| Installment   | Student's last day in school | Refund                    |
|---------------|------------------------------|---------------------------|
| Installment 1 | Before 1/10/2020             | 30% installment-1 payment |
|               | From 1/10/2020 to 8/1/2021   | No refund                 |
| Installment 2 | From 11/1/2021 to 31/03/2021 | 30% installment-2 payment |
|               | After 31/03/2021             | No refund                 |

**7.2.3 Monthly Payment Option (9-Installment Option):** No refund.

**7.2.4 Leaves**

*Tuition are not refundable for students's absent days, applicable for both pre-informed leaves and non-informed leaves adn for all kinds of tuition installments.*

In case students do not go to school and do not pay for the absent time, the school keep the right to remove students out of current students list and his/her place could be offered to new students.

**7.2.5 Additional Fee Refund Policy:**

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

| <b>PARENTS' CONFIRMATION</b>   |
|--|
| <p>I/ We confirm having carefully read and agreed all articles and condition mentioned in this Tuition Fee of CVK, including Regulations relating to Payment, Withdrawal and Tuition Refund Policies.</p> <p style="text-align: right;">Day.....month..... year 20.....</p> <p style="text-align: right;">Parent's signature (Write full name)</p> <p style="text-align: right;">.....</p> |