



**ISG - DHAHRAN TUITION AND FEES AGREEMENT**  
**DHAHRAN HIGH SCHOOL**  
**SCHOOL YEAR 2017 / 2018**

**NEW STUDENT NAME:** \_\_\_\_\_

**NO REFUND POLICY:** It is the policy of International Schools Group not to refund tuition and fees if a student departs before year-end. All students enrolled for the full school year will be obligated for full year tuition and fees, as invoiced, regardless of the number of days a student attends school.

**TUITION DEPOSIT ( SEAT RESERVATION)**

A **non-refundable** SR 5,000 tuition deposit (Seat Reservation ) per family is required to guarantee a seat for the new school year. The deadline for the payment is **April 18<sup>th</sup>, 2017**. The deposit will be credited to the 2017-2018 tuition . If payment is not received on its due time, the availability of the seat is not guaranteed and the student will have to reapply.

**NEW STUDENT ENROLLMENT FEE**

Is a one time non-refundable fee and starts on KG - Grade 12 : SR 10,000

**TUITION, FEES AND INSTALLMENTS BELOW ARE FOR SCHOOL YEAR 2017 /2018**

**\*\*\*TUITION & FEES MUST BE PAID WITHIN FIFTEEN (15) BUSINESS DAYS FROM 1<sup>ST</sup> DAY OF SCHOOL\*\*\***

Single Payment Due w/in 15 Business Days from the student's 1st Day of School	American Pre-School Full Day	Elementary School KG- G5	Middle School G6-G8	High School G9-G12
Annual Tuition	29,975	63,765	67,907	76,954
New Student Enrollment	N/A	10,000	10,000	10,000
<b>Total Single Payment</b>	<b>SR 29,975</b>	<b>SR 73,765</b>	<b>SR 77,907</b>	<b>SR 86,954</b>
<b>*****LATE PAYMENT FEES: SR 1,500 to be applied per outstanding invoice for each month late and any portion of a month outstanding*****</b>				

**INSTALLMENT PLAN FEE:**

You may pay your annual tuition and fees on 4 installments by selecting the Installment Plan Method. The cost to select the Installment Plan is SR 2,000 per student per year.

<b>PAYMENT DATES: 1<sup>st</sup> installment invoice is given upon enrollment; 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> installment invoices sent via student 30 days prior to due date shown below. The below installments are inclusive of the Tuition Fee, New Student Enrollment fee and Installment fee.</b>				
<b>#1: W/in 15 Business Days</b>	N/A	28,000	30,000	33,000
#2: 08 November 2017	N/A	16,000	17,000	19,000
#3: 07 January 2018	N/A	16,000	17,000	19,000
#4: 07 March 2018	N/A	15,765	15,907	17,954
<b>Annual Totals:</b>	N/A	<b>SR 75,765</b>	<b>SR 79,907</b>	<b>SR 88,954</b>
<b>*****LATE PAYMENT FEES: SR 1,500 to be applied per outstanding invoice for each month late and any portion of a month outstanding*****</b>				

**THE INSTALLMENT PLAN IS NOT A PER TERM PAYMENT. THIS PLAN DOES NOT IN ANY WAY COVER SPECIFIC PERIODS OF ATTENDANCE. ALL INSTALLMENTS MUST BE PAID EVEN IF STUDENT IS WITHDRAWN DURING THE SCHOOL YEAR.**

**A PARTIAL-YEAR ENROLLMENT PLAN IS AVAILABLE FOR STUDENTS WHO WILL NOT BE IN ATTENDANCE FOR THE WHOLE SCHOOL YEAR PROVIDED IT IS DECLARED AT TIME OF ENROLLMENT. PLEASE ASK FOR DETAILS OF THIS PAYMENT METHOD.**

Student invoices will be prepared as selected below:

METHOD OF PAYMENT (please tick box)

- Single Lump Sum Invoice
- Installment Payments
- Partial-Year Enrollment Plan

INVOICE TO BE

- Parent Pay
- Company Pay

CO-PAYMENT REQUIRING 2 INVOICES:

Parent: SR \_\_\_\_\_

Company: SR \_\_\_\_\_

- ❖ Early Bird Payment Discount ( 2%) will be granted ONLY if the Full Tuition Fee is paid by or before September 1st,2017.
- ❖ ONLY BANK WIRE TRANSFERS WILL BE ACCEPTED . CASH AND CHEQUES WILL NO LONGER BE ACCEPTED. BANK TRANSFER INSTRUCTIONS WILL BE CLEARLY MENTIONED IN THE INVOICE.
- ❖ For the 2017-2018 school year, the third child (and additional children) enrolled in an ISG school is 35%. The discount will apply to the tuition of the youngest child(ren) only.
- ❖ New Student Enrollment Fee SR 10,000 will be applicable for those students transferring from Pre-School Program to Elementary Program .

If Method of Payment is not indicated, single lump sum is assumed. In addition, Parent Pay is assumed if nothing indicated. If a parent or company wishes to change their original payment plan, the parent or company must make this request within the first ten (10) days of school.

**We Do Not Mail Invoices**

**SIGNATURES OF PARENT OR SIGNATURE OF PARENT AND SPONSOR REQUIRED REGARDLESS OF PAYMENT RESPONSIBILITY. SPONSOR SIGNATURE / STAMP WAIVED WITH FULL PAYMENT.**

*I fully and completely understand that I am ultimately responsible for payment of the student tuition and fees even if the sponsor has agreed to make payment. I acknowledge that students will not be allowed to attend class if payment is not made on time. **I also acknowledge that the enrollment process is not complete until this signed document is received by the school registrar.***

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**SPONSOR / COMPANY:** The following must be completed and signed by an authorized company representative and the Company Seal / Stamp affixed. Please tick the appropriate box. The Company:

- Agrees to pay in full for the 2017-2018 School Year.
- Acknowledges joint responsibility and agrees to pay this student's tuition and fees upon demand even if the parent has agreed to make payment, should the parent not complete the obligation.

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<b>Authorized Representative (Name)</b> <small>(Please print)</small>	<b>Title</b>	<b>Company Seal/Stamp</b>
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<b>Signature</b>	<b>Date</b>
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