

American Embassy School

Fees and Payment Policies 2019–20 School Year

Schedule of Fees

Returning Students

Grade	Application Fee/ Re-enrollment (April)	Tuition
Early Childhood (Pre-K 3)	USD \$2,000	USD \$18,760
Early Childhood (Pre-K 4)	USD \$2,000	USD \$18,760
Kindergarten - Grade 5	USD \$2,000	USD \$25,020
Grades 6 – 8	USD \$2,000	USD \$29,060
Grades 9 – 12	USD \$2,000	USD \$30,635

New Students

Grade	Application Fee	Advance Deposit (within 10 days)	Registration Fee	Tuition
Early Childhood (Pre-K 3)	USD \$500	USD \$2,000	*USD \$10,000	USD \$18,760
Early Childhood (Pre-K 4)	USD \$500	USD \$2,000	USD \$15,000	USD \$18,760
Kindergarten - Grade 5	USD \$500	USD \$2,000	USD \$15,000	USD \$25,020
Grades 6 – 8	USD \$500	USD \$2,000	USD \$15,000	USD \$29,060
Grades 9 – 12	USD \$500	USD \$2,000	USD \$15,000	USD \$30,635

*Balance of registration fees \$5000 due in the subsequent year.

Returning Students:

The advance deposit of \$2,000 (applied to tuition) must be paid by April 4. A late re-enrollment fee of \$500 (not applied to tuition) will be charged after that, if paid after April 4. After April 15, enrollments are subject to a wait-pool situation without guarantee of placement.

New students :

To pay the advance deposit (applied towards the tuition) within 10 days of the offer from admissions and is non refundable and part of Tuition.

Proration of Tuition Fees for Late Enrollment as per schedule below.

Quarter	From	To	Payment Policy - Tuition/Bus/Lunch
1	Aug 6, 2019	Oct 10, 2019	Full Fees
2	Oct 11, 2019	Dec 20, 2019	75% of Fees
3	Jan 13, 2020	Mar 18, 2020	50% of Fees
4	Mar 19, 2020	May 29, 2020	25% of Fees

Other Fees

EAL Fee	Amount
Elementary School	US \$2800
Middle School	US \$2900
High School	US \$1100

Bus Fee		
Distance	Round Trip	One-way
*00–04kms	US \$1300	US \$650
*04–06kms	US \$1550	US \$775
*06–08kms	US \$1750	US \$875
*08–12kms	US \$1800	US \$900
*12–16kms	US \$1870	US \$935
*16kms	US \$2200	US \$1100

Lunch Fee	Amount
Grades Pre-K and KG	US \$700
Grade 1 through Grade 8	US \$775

Payment Terms

For new students payments are due within 30 days of invoicing or before first day of joining whichever is earlier.

For returning students the advance deposit is due by April 4, and other school fees must be paid in full by July 5 to ensure enrollment.

The school may at times require full payment of fees, when it is considered necessary due to wait pool situations and enrollment limits.

Failure to comply with the payment terms may result in losing your enrollment.

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Payments

The fees are payable in USD and can be paid online or through a bank transfer.

Online Payment

Payment can be made via the school's website using American Express/ Master/Visa card. There will be a 2.00% administrative fees on top of the total amount for online payment.

Bank Transfers

Wire transfer payments (not check deposits) may be made to the account below, and should contain the following:

Account Name: American Embassy School, New Delhi, India
Account Number: Checking Account 6550-3-92343
ABA Routing Number: 026009593
Swift Code: BOFAUS3N
Bank Name: Bank of America
Address: 222 Broadway, New York, NY 10038
Phone: (001) 646-841-1221
Student Name: _____
Payor Key: _____

Add \$20.00 for receiving bank charges. Charges in excess of this amount from the sending bank are billed to the parent. Please make sure to forward a copy of your bank remittance advice to the AES Business Office to ensure payment is credited correctly.

The 6-digit Payor key can be found on any AES invoice.

Other Bank Charges

Any bank charges for wire transfers, collecting out station checks/ drafts, charges on bounced checks, etc. are the responsibility of the parents.

Overdue Payments

Any fees not paid by the due date are charged a Late Fee based on interest at an annual rate of 10%. Failure to settle fees due within an allotted time may result in the student not being permitted to attend classes and/or withholding the student's report cards and academic records. If a student withdraws with a balance due to the school, the student's records are not forwarded until all arrears, including any outstanding late fees, are paid.

Students with outstanding dues may have their school attendance privileges revoked by the school until such time as their accounts are paid. If any payment remains upon withdrawal from the school, school reports, transcript and other records will not be released until full payment is received.

Explanation of Fees

Application fee:

This is for new students. It is a non-refundable fee of USD 500 and required for review and consideration of each application. The application fee is valid for a two-year period from the date of submission.

Advance deposit:

For returning students: A non-refundable Advance Deposit payment of \$2,000 is due by April 4 in order to maintain their enrollment status. The Advance Deposit amount received shall be credited against tuition for the coming school year.

For new students- A non-refundable payment of USD 2,000 is due within 10 days of admission to secure an acceptance at AES. This amount will be applied towards tuition.

Registration Fee:

A one-time, non-refundable Registration fee of USD 15,000 applies to newly enrolled students. This fees are levied for building and maintaining our facilities. A one-time, non-refundable Registration fee of USD 10,000 applies to newly enrolled Pre-Kindergarten 3, and a balance of USD 5,000 will be charged in the subsequent year, if student continues in Pre-K4.

Tuition Fee:

Tuition fee vary by grade levels and are detailed in the Schedule of Fees.

English As an Additional Language (EAL)

EAL fee will be assessed for students receiving EAL support above the Kindergarten level. EAL is assessed and billed on a semester basis for students that need EAL support

Absentee Acceptance:

An absentee acceptance may be secured by a qualified applicant at the discretion of the Admissions Office. This paid option reserves an available seat in the current semester for one child who is not yet attending AES.

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Tuition and Fee Refund Policy

Refund Schedule

Refunds of school fees are based on the date of written notification (withdrawal link under Admissions at www.aes.ac.in) and the schedules below. All refunds of school fees are made directly back to the individuals or agencies from which the funds were received, in the currency of the original payment. Wire Instructions should be submitted to the school in writing.

EAL/Bus/Lunch fees:

Will be refunded in full for the quarter(s) not attended by the student fees.

RETURNING STUDENTS - Enrolled for/during first semester and withdrawing in the same semester

Type of Fee	Before July 5	July 5 - October 31 After November 1
Annual Tuition Fee (excluding advance deposit)	100% refund	50% Refund No Refund

NEW STUDENTS - Enrolled for/during first semester and withdrawing in the same semester

If the student withdraws, before date of joining the school, 100% of registration fee will be refunded. No refund of registration fee will be made after that. The tuition fees will be payable within 30 days of invoicing or before the first day of joining school whichever is earlier.

Type of Fee	Before July 5	July 5- October 31 After November 1
Application & advance deposit	No Refund	No Refund No Refund
Registration Fee	100% Refund	No Refund No Refund
Annual Tuition Fee	100% Refund	50% Refund No Refund

NEW STUDENTS - enrolled for second semester

Type of Fee	By October 31	After November 1st
Application Fee & Advance Deposit	No Refund	No Refund
Registration Fee (New Students)	100% Refund	No Refund
Annual Tuition Fee	50% Refund	No Refund