



American Embassy School
New Delhi

Fees and Payment Policies 2018–19 School Year

FEES

APPLICATION FEE (one-time)

NEW STUDENTS ONLY US\$ 500

REGISTRATION FEE (one-time)

Pre-K3 US\$ 10,000¹
Pre-K4 – Grade 12 US\$ 15,000

¹Balance of registration fees due in subsequent year.

EAL FEE

Elementary School US\$ 2,800
Middle School US\$ 2,900
High School US\$ 1,100

TUITION FEE

Pre-K US\$ 18,037
KG - Grade 5 US\$ 24,056
Grades 6 – 8 US\$ 28,075
Grades 9 – 12 US\$ 29,598

LUNCH FEE*

Pre-K3 – Grade 8 US\$ 760

BUS FEE*

	Round Trip	One-Way
+00-04KM	US\$ 1,300	US\$ 650
+04-06KM	US\$ 1,550	US\$ 775
+06-08KM	US\$ 1,700	US\$ 850
+08-12KM	US\$ 1,750	US\$ 875
+12-16KM	US\$ 1,870	US\$ 935
+16 KM	US\$ 2,100	US\$ 1,050

*Optional Fees

PAYMENT POLICIES

LATE ENROLLMENT

Quarter	From	To	Tuition/Bus/Lunch
1	Aug 6, 2018	Oct 10, 2018	Full Fees
2	Oct 11, 2018	Dec 21, 2018	75% of Fees
3	Jan 14, 2019	Mar 26, 2019	50% of Fees
4	Mar 27, 2019	May 31, 2019	25% of Fees

Application, Registration and EAL fees are charged in full regardless of the enrollment date.

STUDENT BILLS

Bills for continuing students are sent out by courier in MID-MAY and for NEW students from JULY onwards. If you have not received a bill by the first day of school, please contact Sashank Gupta in the Business Office immediately at billing@aes.ac.in.

ONLINE PAYMENTS

Payment can be made via the school's website using American Express/ Master/Visa card. There will be a maximum of 2.37% administrative fees on top of the total amount for online payment.

WIRE 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.

REFUNDS

Refunds are available upon written request, as follows:

Tuition:	50% tuition will be refunded for any quarter not attended by the student
Bus/Lunch fees:	Bus and/or lunch fees will be refunded in full for the quarter(s) not attended by the student
Application fee:	non-refundable, whether or not the student has attended school
Registration fee:	non-refundable
EAL fee:	refunded only for the semester not attended by the student, or where the student is no longer in the EAL program

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.

updated March 2018