

SCHEDULE OF FEES AND CHARGES ACADEMIC YEAR 2017/18

Application Fee **THB 5,000** non-refundable, to be paid prior to assessment date; application fee to be paid by bank transfer or credit card, cash not accepted.

Admission Fee **THB 225,000** non-refundable – once only for EYC (Pre N to Reception), Lower School (Years 1-5), Prep (Years 6-8) and Senior School (Years 9-13).

Deposit **Day student THB 200,000** refundable; **Boarding student THB 275,000** refundable.
The deposit is payable upon acceptance of the student and before he/she is admitted to the School.
It will be refunded when the student leaves the School, less any outstanding fees or charges. Certain conditions apply to the refund (see below Notice of Leaving).

Tuition Fees

Year Group	Annual Fee (THB)	Instalment 1	Instalment 2	Instalment 3
Pre Nursery - Half day	430,000	180,000	140,000	110,000
Pre Nursery - Full day	507,000	215,000	162,000	130,000
Nursery - Half day	483,000	203,000	155,000	125,000
Nursery and Reception - Full day	570,000	240,000	183,000	147,000
Year 1 – Year 5	672,000	282,000	215,000	175,000
Year 6 – Year 8	752,000	315,000	240,000	197,000
Year 9 – Year 11	845,000	355,000	270,000	220,000
Year 12 – Year 13	905,000	380,000	290,000	235,000
English Language Support Fees (maximum 3 years)				
Year 3 – Year 5	90,000	40,000	30,000	20,000

English Language Support will be provided to those students from Years 3-5 who, in the School's judgment, require additional English language support in the classroom. The fee for Language Support will be charged as above. No fee will be charged to Pre N to Reception and Years 1-2 students. The fee will be charged for a maximum period of three years.

Boarding Fees There are different fees for boarding students depending on which of the following three categories apply:

Boarding Type	Annual Fee (THB)	Instalment 1	Instalment 2	Instalment 3
New boarding students				
• Weekly (up to 5 nights per week)	470,000	200,000	150,000	120,000
• Full boarding (6 or 7 nights per week)	602,000	252,000	195,000	155,000
ASEAN boarding students only <i>(Discounted by THB 40,000 and THB 56,000 respectively from the weekly and full boarding fee)</i>				
• Weekly	430,000	180,000	140,000	110,000
• Full boarding	546,000	230,000	176,000	140,000
Thai boarding students and existing students only <i>(Discounted by THB 75,000 and THB 103,000 respectively from the weekly and full boarding fee)</i>				
• Weekly	395,000	165,000	130,000	100,000
• Full boarding	499,000	210,000	160,000	129,000

New boarding students are defined as those who started boarding on or after the beginning of Term 1, 2015/16 when the new boarding fee structure was implemented. The boarding fees referred to in the table above are inclusive of all meals and any evening tutoring. The fees also include some activities (afternoons and weekends) and medical insurance. There is an additional charge for airport transfers.

The School's medical scheme covers routine accident and health care but there are limits on the amount of cover. We recommend parents take out their own insurance policy since the School's policy has limits on the amount of cover.

Parents will also be billed THB 20,000 for each boarder at the beginning of each academic year to cover incidental costs and charges such as School Shop items, items of uniform and departmental books. Any unused money will be carried over to the following year or reimbursed to parents when the boarder leaves Boarding. Should such incidental costs exceed THB 20,000, then additional sums will be billed during the year in amounts of THB 10,000.

A satisfactory pre-admissions medical report from a qualified doctor is required by the School for a new boarder.

Little Lions

For children aged from 18-30 months, the joining fee (once only) is THB 5,000.

- Little Lions Toddler and Parent group THB 1,000 including snack.
- Little Lions Toddler only group THB 1,400 (Half day), THB 1,800 (Full day) including snack and lunch.

Minimum payment for Little Lions is for five days of attendance. No refunds will be given for sessions where the child fails to attend. Any sessions cancelled by the School will be made up and a credit given for the next available session. Parents need to prepay **THB 20,000** worth of sessions to guarantee a place.

For pupils joining the School at Little Lions groups who wish to continue to Pre Nursery, the admission fee is **THB 112,500** non-refundable. On transfer to Pre Nursery, the second and final portion of the admission fee of **THB 112,500** is payable, non-refundable. The Little Lions admission fee is refundable if the student subsequently fails the assessment for EYC entry. The admission fee is payable upon acceptance of the student and must be paid before the student enters the School.

Sibling Discount

Discounts on Tuition and Boarding Fees will be applied for siblings who are in the School at the same time, as follows:

3 rd child	5% for that child
4 th child and subsequent children	10% for each such child

Waiting List Fee

THB 200,000 once only for any student who has passed the admission assessment and is placed on the School's waiting list. When a place becomes available, the parents will be informed to pay the admission fee less the waiting list fee already paid. If a place is not available within 12 months of being placed on the waiting list, the School will refund the waiting list fee in full, or you can request to remain on the waiting list and the waiting list fee will be refunded at a later date if a place is not available.

Annual Payment Discount

The School provides the opportunity of prepaying the full year's fees in one lump sum and will grant a discount of 1.5% provided the total year's fees less discount are received before the due date for the Term 1 instalment. This discount allows parents to partially mitigate the effects of the annual increase in fees by prepaying the fees due for the full year at a discount. Please note that this discount is not available to those wishing to pay by credit card. Please contact the Accounts Office (Email: Finance@harrowschool.ac.th) to obtain the full year invoice inclusive of the 1.5% discount.

Notice of Leaving (Refund of Deposit)

One full term's notice, in writing on the official Notice of Withdrawal Form to the Head of School, is required for any student leaving the School, or leaving boarding to become a day student. The official Notice of Withdrawal form must be completed and signed by the parent and Head of School. The form can be obtained from the Admissions Department. It is not sufficient to verbally inform the School or send an email to confirm that a student is leaving; the official Notice of Withdrawal form must be signed and submitted to Head of School one full term before leaving the School. Notice must be received by the first week of the term in which the student is leaving the School and/or boarding at the end of that term. Where less than one full term's notice is provided, then the deposit will be forfeited in lieu of sufficient notice.

Refunds

No refund of the deposit will be given for students leaving unless one full term's notice has been submitted on the official Notice of Withdrawal form. Students graduating at the end of Year 13 are exempted from this requirement to give notice. A copy of the School's refund policy is available from the Accounts Department.

Entry/Leaving other than at Beginning of the Academic Year

For students entering or leaving the School later in the academic year, annual fees will be prorated on the basis of weeks of tuition remaining in the year (including the week of entry) compared to the total weeks of tuition per annum.

Invoicing

All fees are payable in advance of each of the three terms and are billed in termly instalments, throughout the School year, in accordance with the School's billing calendar. Instalments correspond approximately to the duration of each term. Penalties apply where fees remain outstanding after the due date. All school fees and charges are reviewed annually.

Terms and Conditions

Parents are required to sign the School's Parental Terms and Conditions Agreement, which is the primary agreement between the parents and the School. It is available in English and Thai languages. This Schedule of Fees and Charges does not replace or substitute for the Parental Terms and Conditions Agreement.

Resources

Students in Years 10-13 purchase their own text books as directed by the School. Parents can expect to spend approximately **THB 20,000** for IGCSE texts and **THB 30,000** for A Level (AS and A2) texts. Text books are provided without charge to all other year groups.

Saturday School

Attendance at Saturday School will incur an additional charge per term, equivalent to **THB 1,800** per day, plus certain examination charges used for benchmarking purposes. There is a small, once only, entrance fee to join this programme. Saturday School is open to all students; for those receiving English Language Support, attendance is highly recommended. Students are expected to attend every Saturday throughout the term in order to benefit fully from the additional teaching provided on Saturdays. School uniform is required for all Saturday School students.

After School Activities

A charge is made for After School Activities varying on the type of equipment used, the instruction, any testing required and any special clothing or accessories needed. Parents will be given details of the charge for each After School Activity and students may select from a range of activities.

Meals

Lunch time meals and other snacks are provided by the School, at no additional charge.

Examinations

Examination Fees, regardless of the number of examinations taken, will be charged for IGCSE/AS/A2/EAL candidates as follows:

Year 10	THB 26,000
Year 11	THB 21,000
Year 12	THB 38,000
Year 13	THB 30,000

These Examination Fees cover the regular examination programme for each student's particular course of study throughout these years. Students undertaking any re-sits of particular examinations in order to improve their grades, or enquiries about results, will be charged an additional fee comprising the actual cost from the external examiners plus an administration charge.

Students taking YLE/KET/PET/FCE tests of English Proficiency will be charged the actual cost plus an administration charge when they sit the exams. The costs vary between **THB 3,000-5,000** for each test.

Students in Years 11 - 13 will be given study leave for part of Term 3 prior to and during the examinations period. We strongly advise students to take up the study options offered at School during this period so that tuition is ongoing throughout the examination period and also because fees are payable for the whole year's tuition. There is no fee refund for those not attending School during examination revision times.

Expeditions and Trips

All Year Groups from Year 1 upwards have a compulsory residential trip each year. Charges for these expeditions will be billed in the Instalment 2 invoice in September. In addition, there will be opportunities for other expeditions, house camps, cultural visits, sporting and outdoor pursuits throughout the year. Costs will be billed when these additional events take place. Insurance is provided as part of the charge. There will be no refund for these trips and expeditions other than where a medical certificate is presented as evidence of why the student did not participate.

Insurance

The School has accident insurance for students which covers each student up to **THB 15,000** for medical expenses and **THB 150,000** for accidental death or permanent disability, caused by accident during school hours or on school expeditions. There is no charge to parents for this cover. Insurance details may be obtained from the Executive Office of the School. It is recommended that each student also have his/her own medical policy appropriate to their circumstances.

Uniform

Uniform can be purchased from the School Shop, which also has a range of accessories, stationery and other materials.

Extended Absence

In the case of a student being absent from the School for an extended period exceeding 4 weeks due to sickness or other related causes, the School will consider giving a credit equivalent to the tuition time lost against future fees on the student's return to School. Refunds of fees already paid are not given. Parents are reminded to keep the class teacher and Executive Office informed as such developments occur so that decisions can be taken as needed in the best interests of the student.

Individual Music Lessons

Individual music lessons are charged at **THB 750** per half hour lesson per instrument. Billing will be made on a termly basis. For further information contact the Music Department.

Bus Service Charges

Service	Annual Fee	Term 1	Term 2	Term 3
Door to Door (round trip basis)				
- Zone 1	98,000	40,000	35,000	23,000
- Zone 2	102,000	42,000	36,000	24,000
- Zone 3	106,000	43,000	38,000	25,000
- Zone 4	112,000	45,000	40,000	27,000
Shuttle Service (round trip basis)				
- Mo Chit (BTS car park)	63,000	26,000	22,000	15,000
- Bangkok Gardens (Rama III)	70,000	28,000	25,000	17,000
- Ekamai (Wat That Thong car park)	75,000	30,000	27,000	18,000

One Way trips are calculated at 75% of Round Trips

- Vouchers can be purchased for single trips from the Transport Office which handles all bookings
- A sibling discount is available when using the bus service; contact the Transport Office for more details
- The Zonal System above is based on distance from the School. The Transport Office will advise parents which zone is applicable for their location
- Cancellation of the service must be made half a term in advance and in writing to the School's Transport Office
- Refunds for cancellation are calculated on a half-term basis only
- Bus service charges may be adjusted term by term

Extended Curriculum Support

Students who may benefit from additional support with their studies may consider joining some of our supervised extra studies known as Extended Curriculum Support. Charges for this service vary with the student's requirements and the Secondary Office can provide details.

Method of Payment

All fees and charges are billed and payable in Thai Baht.

Payments can be made by crossed cheque or credit card, payable to 'Harrow Asia Limited', or by bank transfer at any of the three banks listed below. Since banks in Thailand do not provide the payer's name to the School, it is important to scan the deposit slip and email it to Finance@harrowschool.ac.th. The School does not accept cash.

Overseas TT payments should be remitted net of all bank fees and should be made preferably to Bangkok Bank PCL as below.

Kindly scan the deposit slip and email to Finance@harrowschool.ac.th and also ensure the student name is included in the payment details box on the remittance application to the bank.

Bank Name	Bangkok Bank Public Co., Ltd. (BBL)	Siam Commercial Bank Public Co., Ltd. (SCB)	Thanachart Bank Public Co., Ltd. (TBANK)
Branch	Sathupradit	Tanon Cherdwutthakat	The Avenue, Chaengwattana
A/C Name	Harrow Asia Limited	Harrow Asia Limited	Harrow Asia Limited
A/C No.	171-0-77346-4	105-2-34588-4	073-2-01448-0
Swift Code	BKKBTHBK	SICOTHBK	THBKTHBK
Bank Address	271/1 Sathupradit Road, Chongnonsee, Yannawa, Bangkok 10120	199/278 Moo 11 Cherdwutthakat Road, Donmuang, Bangkok 10210	M Building, The Avenue 104/10 Moo 1, Chaengwattana, Laksi, Bangkok 10210

Credit Card Payments

The School does accept payment by credit card (Visa and Mastercard only) using the secure online payment system available at the Cashiers office at the School. There is an administration charge of 1.3% payable by the parent for use of credit cards based on the amount paid and this administration charge will be added to the total amount paid by the parent.

Late Payment Charge

Accounts outstanding after the due date will incur a late payment charge of 1.5% per month accruing on a daily basis from the due date. This charge is repeated on a monthly basis whilst fees remain unpaid.

For Enquiries

For enquiries, in the first instance please contact Email: Finance@harrowschool.ac.th otherwise contact:
Ms. Saowaluck (Neung), Accounts Manager Email: neung@harrowschool.ac.th Tel: 02 503 7222 Ext. 1139