

Shanghai Community International School

上海长宁国际学校

Pudong Campus

School Fees 2012 – 2013 (in RMB)

Summary of fees and conditions:

School fees for the 2012/2013 school year include transportation to and from school, daily lunch at school (full day students), one set of the school uniform and, for Upper School students (grades 6-12), the use of an Apple MacBook computer.

Application Fee: (non-refundable) RMB 2,000

The application fee is non-refundable and payable when the student's application is completed and submitted to the school for consideration. This fee is not applicable to other school fees. The fee is not applicable to other school fees but is valid for up to one academic year beyond the submitted application date.

Seat Guarantee Deposit: RMB 15,000

Upon acceptance to SCIS, this deposit (which is applicable to the first semester or annual fee) will secure the seat until the June 1, 2012 tuition payment deadline. The seat guarantee deposit is due for all returning families by March 15, 2012 and is due within ten working days of the offer of enrollment for new applicant families. Once the due date has passed a seat may be offered to other students on the waitlist or from the new applicant pool.

Grade	Annual Payment (Due Date: June 1, 2012)	Semester Payment (Due Date: June 1, Nov.1, 2012)
Nursery (half day)	RMB 65,000	RMB 37,500
Nursery (full day)	RMB 90,000	RMB 50,000
Pre-School (half day)	RMB 75,000	RMB 42,500
Pre-School (full day)	RMB 110,000	RMB 60,000
Pre-Kindergarten	RMB 110,000	RMB 60,000
Kindergarten – Grade 5	RMB 170,000	RMB 90,000
Grades 6-12	RMB 190,000	RMB 100,000

Capital Fee: RMB 15,000

The capital fee provides the needed funds for investments such as major renovations, building maintenance, equipment and other projects aimed at school improvement. It is a one time non-refundable fee paid upon admission for all newly enrolled students to SCIS.

English for Speakers of Other Languages (ESOL) Fee: RMB 7,500

The one time non-refundable fee is over and above the standard tuition fee and is compulsory for all newly-enrolled English for Speakers of Other Language students, grades 1 to 10, whose native language is not English, or who have been referred for additional language assessment and/or support. The fee must be paid in full upon enrollment.

AP or IB Language A (other than Mandarin or English) Fee: RMB 7,500

Annual, non-refundable fee will be charged for Grade 11 and 12 students enrolled in Language A subjects when instruction is required in languages other than Mandarin or English within the IB Diploma or Advanced Placement (AP) Program options.

AP or IB Exam Fees: It is the responsibility of the parents to cover all external exam costs related to the AP or IB program.

Early Payment Discount Option:

This payment option allows for up to a 7.5% discount on tuition fees only when annual tuition fees are paid in full for the school year by the following deadlines. (*Since the date of payment is determined by our bank's acknowledgement, it is advisable to allow several lead days to avoid missing the deadline.*):

Deadline Date	Discount Applicable
March 16, 2012	7.5%
April 20, 2012	5%

Sibling Discount:

A 5% reduction on the total annual tuition fee is applied to any family enrolling three or more siblings.

Payment of fees:

If payment is made by USD check, please use the USD exchange rate at the time of payment and add US\$40 to the total amount to cover bank clearance charges. If payment is made by wire transfer, any bank charge will be the responsibility of the payer. If payments are made by Credit or Debit card, any transaction fee will be the responsibility of the payer. Regardless of payment option, all fees must be settled before the student begins class. Teachers must have a minimum of three days' notice before student attendance

Refund Policy:

1. If a student withdraws for the following school year and notifies the school by March 18, SCIS will refund the full tuition and seat guarantee amount paid.
2. If a student withdraws before the start of the first semester and notifies the school by July 31, SCIS will refund the semester or annual payment made after deducting RMB 15,000 seat guarantee.
3. If a student withdraws before the start of the first semester, but notifies the school after July 31, SCIS will refund the semester or annual payment made after deducting RMB 30,000.
4. If a student withdraws after the start of the first semester, gives notification of withdrawal by December 1, and does not attend any days of school in semester two, SCIS will refund the annual payment made minus the Semester Fee, as listed above.
5. If notification of withdrawal is made after December 1 but before the start of the second semester, SCIS will refund the annual payment made minus the Semester Fee and an additional RMB 15,000.
6. Once a semester is underway, no refund for that semester is possible, regardless of whether the student has attended classes or not.
7. Refunds will not be offered to students who are dismissed from school for academic or behavioral misconduct, or to students who have not disclosed learning issues which SCIS cannot address.
8. School fees are not transferable.
9. Refunds are processed after the student's last day of attendance, once the return of school materials has been verified.
10. Refunds will be transferred to the party making the fee payments within fifteen working days.

Methods of fee payment:

1. Fees may be paid by bank transfer* (see further instructions below).
2. Fees may be paid by check, in RMB or US dollars (according to the daily rate of exchange), at any of our campuses.
3. Fees may be paid in RMB cash. We regret that SCIS is not able to accept U.S. Dollar cash payments.
4. Fees may be paid using a credit/debit card (transaction fees will be the responsibility of the payer).

Bank Transfer Information:

Transfers from outside of CHINA: (In USD*)	Transfers from within CHINA: (In RMB)
Standard Chartered Bank (China) Limited Shanghai Branch G/F, Platinum Building, 233 Taicang Road, Shanghai, China Shanghai Community International School Account: 501510178213 Swift Code: SCBLCNSXSHA <i>(*According to the exchange rate the day of the transaction)</i>	Standard Chartered Bank (China) Limited Shanghai Branch 渣打银行（中国）有限公司上海分行 501510178203 Shanghai Community International School 上海长宁国际学校

***Required if choosing Wire Transfer Payment Option**

Because wire transfers often pass through several intermediate banks before they are deposited into the SCIS account, the process may take several days to reach the SCIS account. It is often difficult and/or impossible to determine the student or family making the payment from the bank notice of deposit.

To insure that your payment through wire transfer is properly credited, please fax SCIS a copy of your proof of remittance to (86 21) 6261 4639 or scan and email to Payment@scischina.org. Please write your child's name, grade, and campus at the top of the fax or in the subject line of the email.

