



# Sri Bestari International School

## Fee Category and Agreement

Fee	Description
Application Fee	<ol style="list-style-type: none"> <li>1. Payable in full with each submission of the Application Form (new application / resubmission), <b>prior to the arrangement and confirmation of entrance assessment.</b></li> <li>2. Covers an application for admission to the School for the Term and Academic Year applied for, inclusive of the mandatory entrance exam and interview session.</li> <li>3. <b>Non-refundable and non-transferable</b> regardless of whether the child is successfully admitted to the School or otherwise.</li> <li>4. The receipt of the Application Fee by the School does not oblige the School to assess and/or admit the child. The School has the final decision.</li> <li>5. A new Application Fee will be imposed if any of the following occurs:               <ol style="list-style-type: none"> <li>a. A deferment of an application to a future Term/Academic year for more than (1) one time.</li> <li>b. The Application is withdrawn by parent/guardian with or without a placement offer.</li> <li>c. The Application is unsuccessful for the first time due to unsatisfactory assessments.</li> <li>d. Parent/Guardian does not respond by a stipulated date to accept the offer.</li> <li>e. Parent/Guardian is no longer in contact with the school at the last known address.</li> <li>f. Any other terms and conditions not mentioned herein, governing Enrolment and Admission.</li> </ol> </li> </ol>
Registration Fee	<ol style="list-style-type: none"> <li>1. <b>Non-refundable and non-transferable</b> unless the registration is rejected due to not meeting the school's entry requirement.</li> <li>2. Payable upon receipt of the Letter of Offer / Letter of Conditional Offer.</li> </ol>
Deposit	<ol style="list-style-type: none"> <li>1. Equivalent to one (1) term of school fee</li> <li>2. Payable upon receipt of the Letter of Offer / Letter of Conditional Offer.</li> <li>3. The deposit is refundable when the Pupil completes his/her Year 11 in the School.</li> <li>4. In the case of a Pupil wishing to leave the School before completing Year 11, the deposit is refundable with written notice of withdrawal submitted to the Admission Department / Deputy Principal / Tutor <b>at least one (1) term before the commencement of a new academic year/term *</b>, while the pupil is still in the school.</li> <li>5. In all other cases, the deposit is non-refundable.</li> </ol>

	<p>6. Deposits are to be topped up as student progresses from Reception to Lower Primary / Lower Primary to Upper Primary/ Upper Primary to Lower Secondary/ Lower Secondary to Upper Secondary</p> <p><i>* Before the first day of a new term - For example, if you intend to withdraw your child after completing Term 3 (12th Apr - 30th July 2021) of the current academic year which is on the 30th July 2021, <b>your withdrawal notice must be submitted BEFORE the first day of Term 3 which is BEFORE 12th April 2021.</b></i></p>
School Fee	<ol style="list-style-type: none"> <li>1. School fee stated is per annum, payable in 3 terms. It comprises of tuition fee + resources fee.</li> <li>2. <b>Non-refundable and non-transferrable.</b></li> <li>3. First portion of term fee for new students is to be fully paid before the school commences / before joining the school.</li> <li>4. Subsequent term fee is payable upon the issuance of invoice from the Account &amp; Finance department, subject to the due date on the invoice (2 weeks before the term commences at the beginning of September for 1st Term, in January for 2nd Term and in April for 3rd Term)</li> </ol>
Other Payment	<ol style="list-style-type: none"> <li>1. (a) Meal Plan &amp; Society Fees, (b) Locker Fees, (c) Registration Fee for Junior Award Scheme for Schools (JASS) and (d) Registration fee for Duke of Edinburgh Award is payable prior to the term commencement.</li> <li>2. Visa Processing Fee is RM250 per pupil per application (new or renewal) for international students that require a Student Visa which is payable upon registration. Non-refundable once the application is submitted to the Ministry of Education in Malaysia.</li> <li>3. A late payment surcharge of 5% will be levied upon all outstanding fees. Pupils with outstanding fees of over two (2) weeks after the term commencement will not be allowed to attend class until full payment, including the surcharge, has been made.</li> </ol>

**Acknowledgement:**

I, the undersigned, understood the Fee Category and Agreement delineated in the table above and shall abide by them.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Legal Guardian's Name: \_\_\_\_\_

Pupil's Name: \_\_\_\_\_ Year Level & Term Applied: \_\_\_\_\_

*All information stated is correct at time of printing and subject to change without notice*