



# Tuition Fees: 2020-2021

## New Students

### Application Fee: \$50

An application fee of \$50 must be received in order to process the application of the student. All new applicants must pay a non-refundable fee for their applications to be processed.

### Registration Fee: \$300

The Registration fee is a one-time charge for new students who are accepted in our school. The fee is non-refundable and must be paid in full by the first payment date to ensure your child(ren) can start school.

## New and Returning Students

### Annual Capital Fee: \$200

The annual capital fee is a yearly fee for all students. The fee is used to cover the annual costs of maintaining and improving the school facilities. The fee is non-refundable and must be paid in full by the first payment date to ensure your child(ren) can start school.

## Tuition Fees

Payment Options	Quarterly (Four Payments)				Semester (Two Payments)		Yearly (One Payment)
	Aug 19	Nov 3	Jan 25	Apr 9	Aug 19	Jan 25	Aug 19
Nursery	\$950	\$950	\$950	\$950	\$1800	\$1800	\$3500
Kindergarten 1	\$950	\$950	\$950	\$950	\$1800	\$1800	\$3500
Kindergarten 2	\$950	\$950	\$950	\$950	\$1800	\$1800	\$3500
Kindergarten 3	\$1050	\$1050	\$1050	\$1050	\$2050	\$2050	\$4000
Grade 1	\$1200	\$1200	\$1200	\$1200	\$2300	\$2300	\$4500
Grade 2	\$1200	\$1200	\$1200	\$1200	\$2300	\$2300	\$4500
Grade 3	\$1200	\$1200	\$1200	\$1200	\$2300	\$2300	\$4500
Grade 4	\$1350	\$1350	\$1350	\$1350	\$2600	\$2600	\$5000

*\*The school reserves the right to change the tuition rates and to make additional charges within the school whenever such action is deemed necessary.*

### Transportation Fee (Optional)

There is an optional fee for students wishing to use the transportation provided by the school. The fees can be paid yearly, per semester, or quarterly. The fee is non-refundable and must be paid in full by the first payment date (please refer to the tuition fee payment date) to ensure your child(ren) can use our transportation.

Payment Options	Quarterly (Four Payments)				Semester (Two Payments)		Yearly (One Payment)
	Aug 19	Nov 3	Jan 25	Apr 9	Aug 19	Jan 25	Aug 19
One-way	\$80	\$80	\$80	\$80	\$160	\$160	\$320
Two-way	\$150	\$150	\$150	\$150	\$300	\$300	\$600

*\*The school reserves the right to change the transportation rates and to make additional charges whenever such action is deemed necessary.*

### Lunch (Optional)

To be announced. Please contact the office for more information.



## Tuition Policies

For the 2020-2021 school year, tuition fees may be paid annually, by semester, or in term. If monthly payment is absolutely necessary, please talk to the school office as we will guide you to a 10-month payment plan. A charge of 10% of the tuition will be applied for the 10-month payment plan.

Students registered at GloLink International School Phnom Penh at the beginning of the school year will be required to pay all fees (tuition, capital improvement, book, etc) for the entire year (or according to their payment plan).

Continuing students must inform the school of their intentions for the following school year. Re-enrollment form will be sent in the 2<sup>nd</sup> semester of the school year. If the student wishes to continue to study at GloLink International School Phnom Penh, each student must pay a \$100 deposit to ensure a seat for the following school year.

## Missionary Discount

GloLink International School Phnom Penh is a Christian school and we would like to help Christian parents to educate their students with proper biblical worldview while still getting quality education. If you would like to apply for the missionary discount, please come visit our office.

## Late Payment Penalties

All tuitions and fees are due on the indicated dates. Payments late by one (1) week (without prior notice) will incur an additional 10% penalty charge from the tuition fee. A further 1% weekly penalty will be charged for any outstanding amount beyond that date. If the tuitions and fees remain unpaid, the student could result in non-admission, may be excluded from school activities, and school reports, transcripts, certificates, and other records will be withheld until the remaining payments are settled.

## Payments can be made in the following ways:

- a) ABA bank transfer: 000 465 084 (GloLink International School)  
*\*Once you make the bank transfer, we need a copy (screenshot) of your transfer. Please make sure we confirm your payment.*
- b) Cash at the school office

## Withdrawal

Parents of students who will be leaving the school and transferring to another school before the end of the school year must contact the school office in writing or in person 20 days in advance and fill out the Withdrawal form. If you leave during the middle of a semester or term, your tuition will not be refunded unless there are extraordinary circumstances approved by the School Director. All fees, fines, books, and any other school property must be turned in prior to the final step of withdrawal from the school. Requests for the transcripts or records are processed only when all school dues are paid and/or returned.