

TUITION FEES

(School year 2024-2025)

In compliance with Vietnam Government Regulations on foreign exchange control, all fees are given in Vietnam Dong (VND). This document summarizes the financial obligations of parents with children enrolled at or applying to study at RGS Vietnam.

This financial terms and conditions document is read, agreed and signed by each parent/guardian to complete the enrollment process (*except in the case of a single parent family*).

I. Newly Enrolling Students

New enrolling students:

1. **Entry Examinations and Trial Day Fee: VND 4,800,000**

A one-time payment to cover the costs of the admissions process of the students to RGS Vietnam. The costs will cover:

- Entry examinations which may include both internal and external assessments.
- Documentation and processing of student's profiles
- Possible Trial Day for the school experience
- Interviews with the Headmaster, Head of Sections or Head of Departments

2. **Tuition deposits: VND 24,000,000.**

A One-time payment paid upon acceptance of the admissions offer and must be completed prior to attending classes.

The security deposit is not refunded if the student does not attend classes at RGS Vietnam after the acceptance of an offered place has been confirmed.

The security deposit is only refunded upon student graduation or withdrawal after the student attends classes at RGS Vietnam. Parents are requested to provide a 30-day written notice of withdrawal prior to the student's last day at school to the RGS Vietnam Admissions Office should they wish to withdraw their child(ren) from RGS Vietnam. Failure to provide a 30-day written notice will result in forgoing the security deposit. Accordingly, for current students who do not wish to re-enrol in the new academic year, a 30-day written notice of withdrawal prior to the last school date of the current school year is also compulsory. Failure to provide a 30-day written notice will result in forgoing the security deposit.

In addition, current students who paid the Re-enrolment Fee to confirm their re-enrolment at the end of the current school year, but then withdraw before the start date of the new school year, the Security Deposit is not refunded. If these students withdraw after the start date of the new school year, the Security Deposit will be refunded provided a 30-day written notice prior to the student's last date at school is given to the RGS Admissions Office.

3. **Enrollment fee: VND 35,000,000.**

One time payment – Non-refundable. This fee is payable within 14 days to confirm acceptance of an offered place at RGV and must be paid before attending classes. If a student leaves RGSV and subsequently re-enrolls, the enrolment fee is applicable

2. Tuition fee [please note our fee reduction options]:

Unit: VND

Tuition fee	Option 1:	Option 2:*			
	Full payment for the entire school year	Quarterly payments (+5% tuition fee)			
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
		-35%	-25%	-25%	-15%
Nursery & Reception***	360,000,000	131,670,000	94,050,000	94,050,000	56,430,000
Year 1	430,000,000	157,272,500	112,337,500	112,337,500	67,402,500
Year 2 - Year 6	660,000,000	241,395,000	172,425,000	172,425,000	103,455,000
Year 7 - Year 9	730,000,000	266,997,500	190,712,500	190,712,500	114,427,500
Year 10 - Year 11	820,000,000	299,915,000	214,225,000	214,225,000	128,535,000
Year 12 - Year 13	880,000,000	321,860,000	229,900,000	229,900,000	137,940,000

Re-enrolling students: Receive a discount of 5% on the total tuition fee for the whole year

*Detailed explanation can be found under Article 4 "Enrolment after 12 August 2024 for the 2024-2025 school year".

**Tuition Fees include a qualified package of insurance benefits at the standard level as generally regulated for international schools in Vietnam. Option of registration for a premium insurance package (fees applicable) may be available starting from the 2024/25 school year.

***Tuition Fees for Nursery & Reception and Year 1 are already greatly reduced; as such no additional discounts are applicable to these year groups.

***Please contact our Admissions Office for the most current exchange rates.

Payment options

For students enrolling at the beginning of the school year:

- i) Option 1: Annual (Lump sum payment of all fees prior to students attending RGS Vietnam).
- ii) Option 2: Quarterly (Four installments each paid prior to the commencement of each quarter). Note that a 5% finance charge is applied to the Tuition Fee when selecting this option. No refunds are possible for this option. For parents who are licensed to pay in USD, in compliance with Vietnam Government Regulations, please contact the Admissions Office for details. Note that, RGS Vietnam reserves the right to amend the fee schedule at the time of issuance of the quarterly invoice due to exchange rate fluctuation.

After submitting the Option of Payment (Annual or Quarterly), any request for a change of payment option comes with a Change Fee of VND 240,000 per change. This is to cover the administrative cost for work incurred due to the change in payment terms chosen by parents.

3. Payments

Tuition and fees are payable in advance. The payment due dates along with the methods of payment (annual/quarterly) are indicated on the debit note. Parents are required to provide confirmation of payment options prior to the academic year and are not allowed to change the payment method after the debit note is issued.

In the event payments are not made as agreed, the following applies:

- 3 or more days beyond the debit note due date: 0.5% interest per working day shall be applied and shall not exceed 10%.
 - 20 or more days beyond the debit note due date: services will be suspended, and the security deposit shall be used to clear out the unpaid debit notes; service suspension will be terminated when financial arrangements for unpaid debit notes are made.
 - 60 or more days beyond the debit note due date: forced withdrawal will be processed together with a letter of debts.
- All payments are required to be made via bank transfer. All bank charges are the responsibility of parents.

4. Enrollment after 12 August 2024 for the 2024-2025 school year

Quarter	Option 1 (Full payment)	Option 2 (Quarterly Payment)
1st Quarter	100% of annual tuition	35% + 25% + 25% + 15% as per table
2nd Quarter	85% of annual tuition	35% + 25% + 25% as per table
3rd Quarter	60% of annual tuition	35% + 25% as per table
4th Quarter	35% of annual tuition	35% as per table

If Option 2 (the quarterly payment plan) is chosen, the first payment is due before the beginning of the following quarter. Payment dates are available upon request from the Admissions Office.

For students that only attend the first 20 days (for student withdrawing) or last 20 days (for student enrolling) of any particular quarter, tuition fees will be prorated according to the school's policy and the specific amount will be shown in a debit note sent to parents. This policy requires 6 weeks prior notice of withdrawal and is only applicable for the quarterly payment option.

5. Other Compulsory Fees

- 1. Residential Field Trip Fees**
- 2. Bi-annual CAT4 tests**
- 3. GL Assessments**
- 4. Yr.13 Leavers' Ceremony**
- 5. Externally-Moderated Examinations including, but not limited to, IB Diploma, A-level and IGCSE**

6. Optional Fees

- 1. Optional Residential Field Trips**
- 2. Extra-Curricular Activities**
- 3. Orchestra Fees**
- 4. Sports Training Programme**
- 5. Student Exchange Programmes**

7. Disclaimer

RGS Vietnam implements policies and regulations necessary for the effective management of the school. RGS Vietnam reserves the right to amend its policies and regulations whenever necessary and appropriate.

For further admissions related information, please contact the Admissions Department at:
admissions@reigategrammar.edu.vn