
Continuing Student Tuition Fees and Policy

We look forward to welcoming back all continuing families for another year of learning and joy. Please note that there have been some changes to the fee structure and policy for 2018/19.

Continuing for a Full Year

A full year is two semesters. Families of continuing students may have access to several fee discounts. Please read on to understand your tuition situation. The Finance Team will provide an invoice detailing the exact tuition amount.

Annual Tuition Fee Schedule (in IDR)

Grade	Full Year Payment (1x)	Semester Payment (2x)	Term Payment (4x)
Pre-K Prep/Pre-K (half day or 3 full days)	101,026,000	53,034,000	27,151,000
Pre-K Prep/Pre-K (full day)	139,703,000	73,345,000	37,546,000
Kindergarten	165,113,000	86,685,000	44,375,000
G01-G05	192,255,000	100,934,000	51,669,000
G06-G08	215,722,000	113,255,000	57,976,000
G09-G12	225,592,000	118,435,800	60,628,000

Note: Tuition fees are inclusive of all major camps, trips and off-campus learning programs, as well as most learning resources. For new families who enrolled in January 2018 and elected to pay by semester, the loading charged to you will be credited to your next semester's fees.

Continuing for One Semester Only

The minimum enrolment period for continuing families is one semester, where there is space available within a class.

Single Semester Fees (in IDR)

Grade	Semester Fees
Pre-K Prep/Pre-K (half day or 3 full days)	53,034,000
Pre-K Prep/Pre-K (full day)	73,345,000
Kindergarten	86,685,000
G01-G05	100,934,000
G06-G08	113,255,000
G09-G12	118,435,800

Levy for Local Scholarship Program

Every Green School family shows its support for connecting locally and supporting a new generation of Indonesian changemakers, by contributing to the Local Scholar Program. The revenues from the levy go directly towards funding Indonesian Scholar students.

The mandatory level applies to each Green School family (not per child), and is payable annually along with tuition fees.

Per Family (in IDR)	2,800,000 per annum (pro-rata for single semester enrolments)
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Families are also invited to make an additional donation. Donations of any amount are received with gratitude and 100% of the donated amount goes directly towards Local Scholarships. Any donation of Rp1,500,000 or more, above the mandatory levy amount, allows your family to have their name carved into a bamboo pole in the Heart of School.

Individual and Optional Costs

Other individual costs may include a lap-top computer (essential for Middle School and High School), a sport uniform (available from the school), school lunches and access to the school bus service. Most after school activities are free of charge but particular activities which are delivered via an outside provider, may attract a cost. Where a student chooses to take exams outside of the curriculum, an additional cost may be incurred.

Some optional and additional experiential outward-bound programs on offer in the Middle School and High School may attract an additional cost.

In the case that particular Student Support (SS) or English as a Learner's Language (ELL) support is required, an additional fee may be applicable:

English as a Learner's Language

ELL support is available to students for whom English is a foreign language. Students requiring ELL support would have been given a language assessment prior to being admitted to Green School. The School offers general and limited specialised support within the regular program. Where a student's needs change and is assessed as requiring additional support which is beyond the general level of resources available or requires more specialised assistance, an additional fee may be incurred.

In the event that a beginner, or low-intermediate student requires a full time ELL tutor or aide, then parents are wholly responsible for sourcing and covering the costs of such learning support. Whenever possible, Green School will facilitate finding a tutor, but the final responsibility will still lie with the parents. The School and the parents will agree on the final aide assigned.

Student Support

Student support services are available to children who need some extra learning or behavioural support. The School offers general and limited specialised support within the regular program. Where a child is assessed as requiring additional support which is beyond the general level of resources available or requires more specialised assistance, an additional fee may be incurred.

Discounts for Continuing Families

The following discounts apply where there is a commitment to continue enrolment for a minimum of one full year (two semesters) :

- Discounts are applicable to Tuition Fees only.

Discount Categories

1. **Long-Term Student Discount:** Students who have been enrolled continuously at Green School for a minimum of 3 years, are eligible to receive a 3.0% discount on annual Tuition Fees.

3. **Returning Long-Term Student Discount:**
 - Students who have been continuously enrolled at Green School for a minimum of 3 years and discontinue for a period of time, will be entitled to access the Long-Term Student Discount, upon re-enrollment for a minimum of the equivalent of one full academic year.
 - Students who return within 12 months are not required to resubmit documentation or pay the application and registration fee. The Refundable Deposit is payable.

4. **Sibling Discount:** For families with more than one student attending Green School, additional sibling discounts apply. The oldest child pays full tuition. A 5% discount is given to the first sibling (when there are two children in the family); a 10% discount is given to the second sibling (when there are three children in the family); and a 25% discount is given to subsequent younger siblings. In order to receive the sibling discount, all students must be enrolled at Green School for a period of at least one full year.

5. **Early Payment Discount:**

Discount on the total full-year payment (Tuition Fee, minus any applicable discount eg: sibling discount, long-term discount) is offered If full year Tuition Fees are paid in full :

 - Before 15 April 2018 : 5%
 - Before 15 May 2018 : 4%

Refunds Policy

- Tuition Fees are not refundable.
 - The school's budget is determined based on enrolment numbers at the start of the academic year and financial commitments are made to faculty, staff and facilities investments accordingly. Therefore, requests for pro-rated tuition charges or refunds as a result of illness, unexpected departures or extended holidays cannot be granted (refer to Withdrawal of Enrolled Students below).
 - In the event that a student is required to leave for disciplinary reasons, Tuition Fees are forfeited.
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Late Payments

- The Late Payment Fee is 3% per month and is applied to the total outstanding fee amounts from the payment deadline. Late payments will also result in the forfeiture of any applicable discounts.
 - The withholding of education to the student is the final position taken by the school in the event that late fees remain unpaid. Notice of pending withholding of education will be served once a family is one term behind on payment obligations and no payment schedule has been entered into with the Finance Department, or any previously agreed payment schedule has not been followed.
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Continuing Enrollment Process

In term three of each School year, families are asked to confirm their intention to continue for the next academic year. To ensure a place is secured for each student for the entire period of enrolment sought, it is important for families to action the "Invitation to Continue" online form, by the deadline specified. The School is committed to giving priority to currently enrolled families, however, where a family has not completed the Invitation to Continue process, they risk losing an enrolled place.

We understand that sometimes families are unable to make a firm decision until later in the Semester. With many classes now with waiting lists, it is important that parents keep in close contact with the Student Recruitment Team and keep the lines of communication open.

Confirmation of continued enrollment is established, upon payment and receipt of the tuition fees.

Should a change in circumstance require a family to withdraw before the end of the period they have enrolled for, conditions apply (Withdrawal of Enrolled Students below).

Withdrawal of Enrolled Students

To help the school manage the school budget and enrolments efficiently, parents must provide the Student Recruitment Team with written notice of a withdrawal, one term in advance of the date of withdrawal. The School is under no obligation to refund any fees already paid or waive outstanding fees. Refundable deposits will be processed where notice is given and no outstanding fees are owed.

Billing Cycle and Payment Procedure

Tuition Fees and the Local Scholar Levy are invoiced and collected one term in advance of the academic year or semester (depending on enrolment start date for new families). All

families are provided the option to pay either the equivalent of one full academic year in advance or by semester. If paying for the full year, the early payment discount may be accessed (see Discounts below). For families already enrolled and continuing, they may choose to pay the full year, by semester or by term. The schedule below sets out the billing cycle.

Payment Option	Due Date
Early Full Year Payment Discount 5%	15 April 2018
Early Full Year Payment Discount 4%	15 May 2018
Full Year / Semester 1/ Term 1	15 June 2018
Term 2	1 Oct 2018
Semester 2 / Term 3	1 Dec 2018
Term 4	1 Mar 2019

Payment Procedure

Payment must be made in IDR for the full amount of the invoice (noting that all bank charges and fees are the responsibility of the payer).

Bank details for School Fees	
Beneficiary Name	YAYASAN KUL-KUL
IDR Account Number	1450022448811
Bank Name	BANK MANDIRI / UBUD BRANCH
Bank Address	Jl. Raya Ubud No. 14, Ubud, Gianyar, Bali, Indonesia
BIC/SWIFT code	BMRIIDJA

For further details on payment options, please contact our Finance Department at accounts@greenschool.org.

Transfer Payment

- To reduce your bank transfer charge, if applicable we suggest to use **Transfer Wise** method, please click [here](#)
- For more option to pay the fees please click [here](#)

Local Scholar Support

In addition to the Local Scholar Levy that each family pays annually (2,800,000 per family), Green School warmly welcomes any additional support for our Local Scholar students.

If you would like to provide an additional donation to a local Indonesian scholar to learn, grow and play alongside your child, please indicate during the tuition payment process. We will remind you of this opportunity during the tuition invoice and payment process.

'Force Majeure'

Should the school be permanently closed down, the School will endeavour to reimburse any undelivered services in line with legal contractual precedence. This means prior to refunding any tuition fees we would fulfil our obligation to make payments to teachers and other parties that may take legal precedence over tuition fees. In this event we would also expect the fulfilment of these obligations would be completed over a 12 month period.