

Accredited Italian Embassy School in Beijing

2020-21 School Year Fee Schedule

Tuition Fees, Preschool	65,500 RMB / school year
Tuition Fees, Primary (five grades)	90,000 RMB / school year

Application Fee (non refundable)	3,000 RMB
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15% discount for the second enrolled child
25% discount for the third and additionally enrolled children
The discount shall be applied to sibling/s in the lower year groups

School Lunch Fees	TBC
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PAYMENT SCHEDULE:

The total amount of the school fees shall be paid in two instalments of 50% each:

- the first payment is due by May 15th, 2020 (*) and
- the second one by November 15th, 2020.

(*) **Note:** Due to the Covid-19, the deadline for the payment of the first installment has exceptionally been extended until July 24th.

For more information, please send an email to i.geng@scuolapechino.com

Mid-year Admissions:

Pupils can be accepted for enrollment at any time during the school year. Mid-year admissions are subject to place availability. Parents are recommended to contact the school administration prior to submitting the application.

For mid-year admissions, the Tuition Fee and School Lunch Fee will be calculated on a monthly pro-rata basis (i.e. the annual fees divided by ten and multiplied by the number of months of attendance, including the first).



the Ratio of Annual Fees Payable for Mid-year Admissions											
END START	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021
Aug 2020	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%	100%
Sep 2020		10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
Oct 2020			10%	20%	30%	40%	50%	60%	70%	80%	90%
Nov 2020				10%	20%	30%	40%	50%	60%	70%	80%
Dec 2020					10%	20%	30%	40%	50%	60%	70%
Jan 2021						10%	20%	30%	40%	50%	60%
Feb 2021							10%	20%	30%	40%	50%
Mar 2021								10%	20%	30%	40%
Apr 2021									10%	20%	30%
May 2021										10%	20%
Jun 2021											10%

Refunds:

1. The Application Fee is not refundable and is due at the time of the application.
2. Refunds of the School Fees are based on the date of written notification according to here-below timeline:

- **Tuition Fees**

Refund Schedule of Paid Tuition Fees					
	Written Notice on or before July 30(**), and the pupil attends no school day	Written Notice on or before July 30, and the withdrawal date is on or before September 30	Written Notice on or before September 30, and the withdrawal date is on or before December 31	Written Notice on or before December 31, and the withdrawal date is on or before March 31	Withdrawal date after March 31
First installment	100%	50%	0%	0%	0%
Second installment	N.A.	N.A.	N.A.	50%	0%

All refunds must be claimed within 3 months from the pupil's withdrawal date.

Note(**): Due to the Covid-19, the deadline for the withdrawal has exceptionally be extended until July 30th.

- **School Lunch Fees**

The School Lunch Fee is an annual fee and is refundable on a monthly pro-rata basis, calculated on a 10-month period and exclusive of the month of the pupil's withdraw.

Refund Schedule of School Lunch Fees Paid										
With- drawal Lunch fee	on or before 31 Aug 2020	on or before 30 Sep 2020	on or before 31 Oct 2020	on or before 30 Nov 2020	on or before 31 Dec 2020	on or before 31 Jan 2021	on or before 29 Feb 2021	on or before 31 Mar 2021	on or before 30 Apr 2021	after 30 Apr 2021
First instalment	80%	60%	40%	20%	0%	0%	0%	0%	0%	0%
Second instalment	N.A.	N.A.	N.A.	N.A.	100%	80%	60%	40%	20%	0%

Temporary Leave:

Tuition Fee or School Lunch Fee for a pupil on leave are not refundable.

Force Majeure:

The School shall not be considered responsible for any failure to provide its tuition and services, fully or partially, if it is prevented or delayed in performing those obligations by an event of Force Majeure.

Refund Policy under Force Majeure:

In case of exceptional events, resulting in the mandatory school closure, and the suspension of its tuition and services, fully or partially, in its own premises, the School shall pursue its social approach and, while continuing to pay salaries to its staff, shall promptly organize home learning for its pupils using appropriate platforms. That shall require the parents' cooperation to help the teachers to fruitfully perform their job with the distant children.

Should the full mandatory closure of the school premises of either the Kindergarten or the Primary or both last longer than 14 (fourteen) continuous calendar days, the School will implement a reduction of its staff's monthly remuneration up to a maximum of 30% (thirty per cent) for the whole duration of the closure period.

The School shall refund the families by equally dividing the savings originated by the closure (staff salary reduction, lunch fee costs, and any other savings in G&A expenses), after deducting the extraordinary expenses caused by the school closure and by the government mandatory instructions, and shall issue credit notes. All the credit notes shall be either used for the payment of the next school year fees or shall be refunded to the families by June 30th 2021.



Besides, the school shall also consider holding additional/make-up classes for the pupils, once access to the premises will be granted.

Payment Methods:

1) Bank Remittance

Payment can be made by wire transfer to the School's Chinese Renminbi (RMB) bank account. Please refer to the below information for details. When making any payments to the school, please **ensure that you indicate the invoice number or the pupil's name on the remittance advice.**

账户名称 A/C holder's name: 北京意大利使馆学校

账号 A/C Number: 3298 6405 7714

开户行 Bank & Branch name:

中国银行北京长虹桥支行

Bank of China, Beijing Chang Hong Qiao Sub-branch

开户行地址 Bank address:

中国 北京 朝阳区 工体北路 6 号 凯富酒店一层 100027

1/F, Kaifu Hotel, No.6 Gong Ti North Road, Chaoyang District, Beijing, China 100027

2) Cash payments (RMB only)

Cash payment is acceptable at the school office.

The school will provide a receipt for both cash payments and bank transfers.

Please Note: The school unfortunately cannot accept payments from abroad

LATE PAYMENT FEE:

A late Payment Fee charge of 3% per month, compounded monthly, will be assessed on any overdue school fees.



Parent consent:

I confirm that I have read, understood, and that I agree to the above policy and procedures for the enrollment and fees.

Parent/Guardian

Signature:

Date: