

Fee Policy for new students Academic Year 2020 - 2021

Payment of School Tuition

School will issue you an official invoice for all expenses and send by post.

All fees are billed and payable in Thai Baht.

Tuition fee is payable on a termly basis in 3 installments, through the year, in accordance with the billing schedule as indicated below.

- **For New Toddlers and Nursery class**

Academic Year 2020-2021	TERM 1	TERM 2	TERM 3
Invoice sent	28 th October 2019 or as stipulated on your invoice	15 th November 2020	1 st March 2021
Invoice due date	6 th November 2019 or as stipulated on your invoice	1 st December 2020	15 th March 2021
Term start	26 th August 2020	12 th January 2021	27 th April 2021

- **For New Reception and YearOne class**

Academic Year 2020-2021	TERM 1	TERM 2	TERM 3
Invoice sent	24 th February 2020 or as stipulated on your invoice	15 th November 2020	1 st March 2021
Invoice due date	4 th March 2020 or as stipulated on your invoice	1 st December 2020	15 th March 2021
Term start	26 th August 2020	12 th January 2021	27 th April 2021

Method of Payment

We accept payment for school fees in the form of cheque or bank transfers.

- By cheque: please ensure that your cheque is crossed and made payable to "Kensington International Kindergarten" and the word "Or Bearer" crossed out.

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Kensington

International Kindergarten

- By bank transfer: please transfer directly to our accounts at any of the following banks.

Bank	Account Name	Account Number	Account Type
Siam Commercial Bank	Kensington International Kindergarten	403-676425-2	Saving Account
Bangkok Bank	Kensington International Kindergarten	089-7-02965-8	Saving Account

After your payment has been made, please send us the payment evidence by email the pay-in slip to accounts@kensington.ac.th with your child's name and class.

Receipt

School will email you the soft copy of tuition fees receipt within 30 days after receiving your email declaration of your pay-in slip. The hard copy of receipt will be sent by post.

Late Payment

A late payment of school fees will be charged THB 100 per day after exceeding the payment deadline.

Refunds Policy

- The refund procedure will be processed after receiving written notice of withdrawal.
- The withdrawal form is required to complete and submit to Admissions office before the relevant deadline (please refer to conditions below). Should the withdrawal form be submitted later than the deadline, school reserves the right to retain the fees.
- Parents will be refunded a full term, upon that condition that school must be given notice **twelve full weeks** before the beginning of Term1 and **four full weeks** before the beginning of Term2 and Term3.
- Only the **registration fee is a one-time and non-refundable fee** (please refer to the Fee Structure).
- All Fees **will not be refunded** after the start of the term (except in the Early withdraws case stated below).
- Early withdraws:
 - If written evidence of *involuntary transfer* of the parents to another city or country is submitted, and the child attends the first half (or less) of term and leaves before the half term, a *50 % refund of tuition fee and lunch fees* will be refunded to parents.
 - If written evidence of *involuntary transfer* of the parents to another city or country is submitted, and the child attends second half of the term but leaves before its end there is *no refund* based on week or days attended.

Contacts

For additional information, please contact our Finance Department directly at email accounts@kensington.ac.th or call us at 02-864-9977 ext. 107.

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