



Hanoi International School 2019-2020 Tuition & Fees

In compliance with Vietnam Government Regulations on foreign exchange control, all fees are given in Vietnam Dong (VND). Please contact our accounting department for the most current exchange rates.

HIS Assessment Fee

The non-refundable assessment fee per student is 4,500,000 VND. The fee is payable after the application is complete and on the assessment day. The fee can be paid by online transfer or in school by cash or credit card.

HIS Acceptance Fee

The acceptance fee 24,000,000 VND and must be paid after receiving the letter of enrollment at HIS. This will secure the student's admission and place at Hanoi International School. The acceptance fee is:

- Refunded 50% if the student does not accept the offer of admissions
- Paid towards the Enrollment Fee when the student commences at HIS

The acceptance fee will roll towards the enrollment fee if a student accepts HIS offer of enrollment. This fee reserves the students place at Hanoi International School. This is a one-time fee that is not transferable payment for each period of continuous study at HIS. Students who re-enroll at HIS, who have attended another educational facility for a period of time, will be liable again for this fee.

HIS Tuition & Fees Schedule

Parents or companies can choose to pay yearly, by semester or by quarter. Tuition fees paid at once will not have any payment fees. Tuition fees paid by semester will accrue an additional fee of 3% of the total tuition fee, while payment by quarter will accrue an additional fee of 4% of the total tuition fee. The schedule is as follows:

	Full Payment	Semester Payment (3% Additional Fee Included)		Quarterly Payment (4% Additional Fee Included)			
	Academic Fee	Semester 1	Semester 2	Quarter 1	Quarter 2	Quarter 3	Quarter 4
PreK/K	383,040,000	197,265,600	197,265,600	99,590,400	99,590,400	99,590,400	99,590,400
1-4	472,440,000	243,306,600	243,306,600	122,834,400	122,834,400	122,834,400	122,834,400
5	478,560,000	246,458,400	246,458,400	124,425,600	124,425,600	124,425,600	124,425,600
6- 8	520,200,000	267,903,000	267,903,000	135,252,000	135,252,000	135,252,000	135,252,000
9-10	564,240,000	290,583,600	290,583,600	146,702,400	146,702,400	146,702,400	146,702,400
11-12	614,400,000	316,416,000	316,416,000	159,744,000	159,744,000	159,744,000	159,744,000
Due	Aug 5, 2019	Aug 5, 2019	Dec 24, 2019	Aug 5, 2019	Oct 7, 2019	Dec 24, 2019	Mar 30, 2020

Tuition fees include after school Co-Curricular Programs, cost of the yearbook, annual grade camps (Grades 5-12) and swimming charges.

Special Discount

Families applying with 3 or more children who will study at HIS concurrently will receive a 10% discount on yearly tuition. The discount applies only for the third and/or subsequent children. The discount fees are applied to the children following the order of the lowest to highest grade.



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Refundable Book & Security Deposit

For new students, a refundable book deposit of 8,000,000 VND per family is applied and payable with the tuition fee. The deposit is refunded upon completion of all withdrawal procedures for the last remaining student at HIS.

IB Diploma Examination Fees

Grade 12 students who register for an IB Certificate exam will be charged a non-refundable, non-transferable fee of 4,320,000VND upon registration of the examination. Students will also be charged a fee of 4,080,000VND to cover examination charges.

School Bus Fee

The school provides minibus transport to and from the school which is available to all students. Parents register for this service with the Main Office. Students may use the bus if there is available space and there is a suitable bus route. The fees can be paid by year, semester or quarter. The fees are as follows:

Fee by Year	Fee by Semester	Fee by Quarter
28,800,000	14,400,000	7,200,000

The school reserves the right to discontinue student bus services if they display unacceptable behavior on the bus. Students who decide to use the bus one way will be charged half the bus fee. When you decide to stop using the school bus or plan to withdrawal, please inform the main office immediately. Refunds can only be made for unused full quarters.

Optional Fees

1. Co-Curricular Programs: Most CCP activities are included in the tuition fee. Occasionally fees may be charged as necessary for outside expertise.
2. Lunch: Students have the option to pack snack and lunch or purchase meals from the cafeteria provider, Donkey Bakery.
3. Instrumental Music Lessons: A student has the option to take music lessons from freelance teachers who are organized by the school.
4. Physical Education & Sports: The school physical education uniform can be purchased in the school's stationary shop, for 460,000 VND, and is required for physical education. For sporting events, jerseys will be purchased from the athletics department.
5. Miscellaneous Expense: Students may incur costs during the school year that may include, but are not limited to, stationary items, spirit wear, and school trips. Students attending an overnight trip away from school for scholastic, cultural and athletic events will need to cover the cost of transportation, accommodation and meals.



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Extra Learning Support Fee

Extra Learning Support includes English as an Additional Language and Special Education Needs. The school principal, admissions and support team reserves the right to decide, after assessment testing, whether the child will need to participate in the Extra Learning Support program. After a child is placed in the program, payment is due within two weeks of the invoice. Students who start midway through a school quarter will be required to pay the full quarterly amount for support services. The program fees are as follows:

Fee by Year	Fee by Semester	Fee by Quarter
62,400,000	31,200,000	15,600,000

If the support team determines that a student will need an individual learning support coach or outside consultant report, the fee will not be included in the Extra Learning Support program and will require an additional cost. Learning coaches are paid privately by families, but are found and hired through HIS. The school will give assistance and guidance for hiring outside support staff.

Refunds for the Extra Learning Support program will only be made for a full quarter of non-participation. If a student withdraws from the program or no longer needs support services, decisions on fee refunds will be determined by the principal and support team on a case -by-case basis.

HIS Payment Policy

School fee payment can only be made through the school bank and all bank charges incurred are the responsibility of the parent. Cash payments cannot be accepted by HIS. The details are as follows:

Bank Name & Address:	BIDV, Hai Ba Trung Branch No. 9 Dao Duy Anh Street Dong Da District, Hanoi, Vietnam
Account Name:	Hanoi International School
Account Number:	12110006658888 (VND) 12110370055555 (USD)

Families who are licensed, in compliance with Vietnamese Government Regulations, to pay in United States Dollars should contact our business office to get more information on the current exchange rates.

School fees for a student who starts or stops during a quarter will be charged for the whole quarter. Other fees & payments are due when a student begins to use the service or registers for examinations upon receipt of an HIS invoice.

Late payments that exceed seven working date past the receipt of invoice will be charged a 10% penalty of the total amount due. After 15 days, HIS reserves the right to suspend the student from all programs at HIS until the overdue amount is paid. For students who start after the beginning of any quarter, the payment is due within seven days of the student's start date.

HIS Refund Policy

In order to receive a refund, a written notice of withdrawal must be received by the principal at least 15 days prior to the date of withdrawal. For students who have paid in full for the year withdrawal before the end of the academic year, refunds can be granted upon written request to the principal. There will be no refund for a quarter that has already begun. Please note it may take up to 15 days to receive the refund from HIS.