



Hanoi International School 2021-2022 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 Entrance Test Fee

The non-refundable assessment fee per student is 4,500,000 VND. The fee is payable after the application is complete and by the assessment day. The fee can be paid by online transfer or in school by cash or credit card. **The Entrance assessment will be offered free of charge for all applicants in the 2021-2022 academic year.**

HIS Acceptance Fee

The acceptance fee is 24,000,000 VND and must be paid after receiving the letter of enrollment at HIS and to reserve a student's place at the start of every school year. 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 become 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. Tuition fees include after school Co-Curricular Programs, cost of the yearbook, and annual grade camps (Grades 5-12). If the students who start at any time of the quarter are required to pay the full tuition fees amount of the quarter. The schedule is as follows (in VND):

	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	396,480,000	204,187,200	204,187,200	103,084,800	103,084,800	103,084,800	103,084,800
1-3	489,000,000	251,835,000	251,835,000	127,140,000	127,140,000	127,140,000	127,140,000
4-5	497,760,000	256,346,400	256,346,400	129,417,600	129,417,600	129,417,600	129,417,600
6- 8	538,440,000	277,296,600	277,296,600	139,994,400	139,994,400	139,994,400	139,994,400
9-10	584,640,000	301,089,600	301,089,600	152,006,400	152,006,400	152,006,400	152,006,400
11-12	636,000,000	327,540,000	327,540,000	165,360,000	165,360,000	165,360,000	165,360,000
Due	July 23, 2021	July 23, 2021	Dec 22, 2021	July 23, 2021	Oct 4, 2022	Dec 22, 2022	Mar 4, 2022



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.

Refundable Book & Security Deposit

For new students, a refundable book deposit of 8,000,000 VND per student is applied and payable with the tuition fee. The deposit is refunded upon completion of all withdrawal procedures for the 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 3,360,000 VND, per subject, upon registration of the examination.

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 (in VND):

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 the student displays 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 withdraw, please inform the main office immediately. Refunds can only be made for unused full quarters.

Re-Enrolment Fee

At the end of each academic year, each student will place a re-enrolment deposit to secure their place for the following academic year. The re-enrolment fee is 30,000,000 VND per student.

Student Insurance Fees

All Vietnamese students are required to pay the insurance fee of 600,000 VND directly to HIS on an annual basis. This is a requirement as per Vietnamese Insurance Law.

Foreign students are exempt from this requirement, however HIS strongly recommends all students be covered by their own personal health insurance.



Optional Fees

- Co-Curricular Programs: Most CCP activities are included in the tuition fee. Occasionally fees may be charged as necessary for outside expertise.
- Lunch: Students have the option to pack snacks and lunch or purchase meals from the cafeteria provider, Joma Bakery Cafe.
- Instrumental Music Lessons: A student has the option to take music lessons from freelance teachers who are organized by the school.
- Physical Education & Sports: The school physical education uniform can be purchased in the school's stationary shop, for 450,000 VND, and is required for physical education. For sporting events, jerseys will be purchased from the athletics department.
- 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.

Extra Learning Support Fees

'Extra learning support' includes English as an additional language, support for students who have learning barriers and focus lessons to give subject-specific support to students wanting to improve grades in a given subject or unit. The school leadership, admissions and student success team reserves the right to decide, after observations, teacher feedback and/or internal and external assessment, whether the child will need to participate in the Extra Learning Support program.

1. **English as an Additional Language (EAL)**

This program aims to assist students to develop their English language skills so as to access the full curriculum. Students are assessed and placed in appropriate additional or parallel classes to the mainstream English classes. There are up to 5 levels, from 1 being the weakest. Phase 1 and 2 students will be required to receive EAL support. As students progress they will be moved to a higher level class when appropriate. These are small classes where students will receive individual attention to support their English Language development.

If students have a 1 to 1 English support for EAL, our school will apply the fee as that for Learning Support (LS).

2. **Learning Support (LS)**

This program is individualized for each student and built around details provided by observations, teacher feedback and assessment, both within the school and, if seen as necessary, using an external assessment educational expert. This data helps the school to develop an Individualized Education Plan (IEP) or a Student Success Plan (SSP) which is built collaboratively through meetings with parents, students, the school success team and, if required, input from external specialists. Within this program, students receive additional support, in or out of class, as determined by their level and nature of need. Options for learning



support lessons include x 2, x 3 , x 6 a week, or multiples of these amounts. Close monitoring and reviewing of progress occurs throughout the year.

3. Focus Lessons (FL)

Focus lessons are aimed at students who may be struggling with a particular unit or subject. They can be quickly implemented to support students whose families and teachers believe it would be beneficial. Support can be 1-1 or in small groups, administered by a Learning Support Assistant (LSA) who is employed, trained and monitored by HIS. The LSA will work closely with the subject teacher and Head of Student Success to monitor progress and to complete a four week observation. The purpose of the four week observation period is to ensure that the challenges the student is experiencing in a given subject are not indicative of a wider learning barrier. An IEP or SSP may not be necessary for focus lessons to begin, however, at the end of the four week observation period, next steps will be discussed in a collaborative meeting based on the findings. These next steps could include further focus lessons, learning support, a SSP and/or involvement of external specialists, depending on the conclusions drawn from the observation.

If the Student Success team determines that a student will need a full-time individual Learning Coach or an outside consultant report, the fee will not be included in the Extra Learning Support program and will incur an additional cost. Learning Coaches are paid privately by families and agree to adhere to HIS processes and policies. HIS can assist with sourcing and hiring Learning Coaches. Learning Coaches found by families will also be interviewed by HIS before they begin work. The school will give assistance and guidance for hiring outside support staff, outside consultant assessment reports and any ongoing additional external support. The fees are as follows (in VND):

Type of Support	Fee by Year	Fee by Semester	Fee by Quarter
EAL	67,200,000	33,600,000	16,800,000
Learning Support/ Focus Lessons including 1 to 1 EAL Support	2 per week: 59,200,000	2 per week: 29,600,000	2 per week: 14,800,000
	3 per week: 88,800,000	3 per week: 44,400,000	3 per week: 22,200,000
	6 per week: 177,600,000	6 per week: 88,800,000	6 per week: 44,400,000

After a child begins either EAL, LS or FL, payment is due within two weeks of the invoice being received. Students who start midway through a school quarter will be required to pay the full quarterly amount for support services. 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 support team and the school 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)
Swift code:	BIDVNVX
Citad code (Bank code):	01202011

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 days 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 Withdrawal Policy

If the students withdraw at any time of the quarter, please send a noticed email to Main Office at mainoffice@hisvietnam.com at least 15 days prior to the date of withdrawal in order to receive a refund.

HIS Refund Policy

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 Main Office. 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.