

Date Revised: 20 April 2017

Notice of 2018 Fee Schedule (New Students)

Dear Parents/Guardians,

Please see below the fee schedule for the 2018 school year. All students registered for the 2018 school year will be entitled to an **Early Payment Rebate*** if they meet the attached terms and conditions.

Entry Fees (applicable to Applicants only)

Registration Fee (non-refundable & non-transferable unless the school rejects the registration)	RM 600
Readiness Test Fee (Primary School Applicants only. Non-refundable & non-transferable.)	RM 100
Fee Deposit (refundable with written notice of withdrawal submitted 6 months before commencement of school intake)	RM 5,000
Library Deposit (refundable with written notice of withdrawal submitted 6 months before commencement of school intake)	RM 200

SCHOOL FEES						
Level	Payable per Semester (there are 2 semesters per year)					Total Annual School Fees with Early Payment Rebate (RM)
	Tuition Fee	Early Payment Rebate (1)	Tuition Fee with Early Payment Rebate	Lunch	Total per Semester with Early Payment Rebate	
	(RM)	(RM)	(RM)	(RM)	(RM)	
PRIMARY SCHOOL						
Primary 1	12,584	(3,584)	9,000	750	9,750	19,500
Primary 2	12,584	(3,064)	9,520	750	10,270	20,540
Primary 3	12,942	(3,122)	9,820	750	10,570	21,140
Primary 4	12,942	(3,122)	9,820	-	9,820	19,640
Primary 5	13,299	(3,119)	10,180	-	10,180	20,360
Primary 6	13,299	(3,059)	10,240	-	10,240	20,480
SECONDARY SCHOOL						
Secondary 1 and 2	14,157	(3,407)	10,750	-	10,750	21,500
Secondary 3	14,157	(3,347)	10,810	-	10,810	21,620
Secondary 4						
- Humanities	14,872	(3,472)	11,400	-	11,400	22,800
- Science	14,872	(3,052)	11,820	-	11,820	23,640
Secondary 5						
- Humanities	14,872	(3,442)	11,430	-	11,430	22,860
- Science	14,872	(3,022)	11,850	-	11,850	23,700

- Early payment rebate* will be given for full payment of fees received by the following dates:
 - 15 November 2017 for Semester 1, 2018
 - 15 May 2018 for Semester 2, 2018

If payment is payable on a day which is not a working day, it shall instead be payable immediately on the following working day.
*Terms and conditions apply. See attached document.
- The following exam fees are payable in Semester 1 and will be paid to the Malaysian Examination Syndicate:
 - UPSR : RM10 (applicable to Primary 6 students)
 - PT3 : RM65 (applicable to Secondary 3 students)
 - SPM : RM150 (applicable to Secondary 5 students)
- Fees chargeable exclude Government Services Tax (and/or any other taxes such as Goods and Services Tax imposed by the Government) and are based on current applicable legislations and guidance(s) as at the Notice date. The School may revise, where appropriate, the fees chargeable in compliance with legislations and guidance(s) applicable at a later date without prior notice.

Sibling Discount (terms and conditions apply)

Multiple students from one family, studying concurrently in the same school year may enjoy the following discount on "Tuition Fee with Early Payment Rebate" only:

- 2nd, 3rd, 4th, 5th enrolled child and above at 5%, 10%, 15% and 20% discount respectively.

This discount is applicable for the entire duration of each sibling's study at Sri KDU® Schools and is subject to revision upon withdrawal of any sibling. In the event of a withdrawal, the school reserves the right to recover any outstanding discounted amount owing where applicable.

Note: All fees and policies are subject to change without prior notice. Please see attached for Terms of Payment, Withdrawal and Re-admission.

TERMS OF PAYMENT, WITHDRAWAL AND RE-ADMISSION

Definition:

An Applicant of Sri KDU® Primary/Secondary School - a child who has registered, met the school's entry requirements and has paid the following **Entry Fees**:

a) Registration Fee b) Readiness Test Fee (required for Primary School applicants) c) Fee Deposit d) Library Deposit

A Student of Sri KDU® Primary/Secondary School - an Applicant who has paid the **Entry Fees** and **School Fees** in full by the due dates advised by the School.

TERMS OF PAYMENT

1. Registration Fee

1.1 This fee is payable in full upon submitting a completed and signed registration form for your child/ward to the School. It is non-refundable and non-transferable unless the School rejects the registration.

2. Readiness Test Fee

2.1 This fee is applicable to those who are required to sit for the Readiness Test. It is payable in full upon registration of your child/ward with the School. This fee is non-refundable and non-transferable.

3. Deposits

3.1 Deposits consist of the Fee Deposit and Library Deposit.

3.2 Upon receiving the Acceptance Letter from the School, full payment of the Deposits should be made by the due date stated in the letter. This is to confirm a place for your child/ward at the School. If the School does not receive the full payment of the Deposits by the due date stated in the Acceptance Letter, the School reserves the right to offer the place to another child on the waiting list.

3.3 Deposits are non-interest bearing. They have to be maintained throughout the tenure of the student with the School and shall under no circumstances be treated as payment for School Fees or any part thereof or for any other payments required to be paid and may not be used to set-off any amount due and payable by the parent/guardian.

3.4 For students completing the Primary Six programme, the Deposits will be transferred to Sri KDU® Secondary School, provided:

3.4.1 A completed and signed Registration Form for Sri KDU® Secondary School is submitted to the Registry Department; and

3.4.2 All outstanding fees have been paid.

3.5 Primary Six students who do not wish to continue to Sri KDU® Secondary School must submit a written and signed notice of withdrawal by the registrant parent/guardian to the Registrar at least six (6) months before the commencement of the Secondary 1 programme (of the January semester) to qualify for the refund of the Deposits as per Clauses 2 to 4 of the Terms of Withdrawal (overleaf).

3.6 For students who have completed Secondary Five, the Deposits will be refunded within the month of December, provided there is no outstanding amount owing by such students to the School.

4. School Fees

4.1. The parent/guardian undertakes to promptly pay all the fees applicable in each semester in respect of each school year prior to commencement of that semester. If the parent/guardian defaults in payment due and payable, strictly without prejudice to the rights of the School in respect of any other term enumerated herein, the School reserves the right to refuse entry to the School to any student. The School reserves the right to de-register the student if School Fees remain unpaid upon commencement of the semester. Deposits cannot be used to offset School Fees. The School also reserves the right to withhold all examination results, certificates, school records of the child and the Deposits until such time when all payments due in respect of the student are received from the parent/guardian. A late payment surcharge of 5% will be levied upon all overdue fees.

4.2 Parents or the legal guardian of the student are jointly and severally liable for the payment of fees, save where specific written agreement to the contrary has been obtained. School Fees must be paid even in the case of absence due to injury, illness or any other causes.

4.3 Payment of fees can be made in cash, by credit card or crossed cheques made payable to **Sri KDU Sdn Bhd**. Split credit card payments using the same credit card number will be subjected to an administration charge of RM10.00 per transaction. Our Payment Counter hours are from 8am to 6pm, Mondays to Fridays (closed on Saturdays, Sundays and Public Holidays).

4.4 The School reserves the right to recover outstanding sums owed to the School without further reference to you.

4.5 For exam year students (Primary 6, Secondary 3 and Secondary 5):

4.5.1 To register as an exam candidate at Sri KDU® Primary/Secondary School for the national exams, exam year students must be fully enrolled for the entire two (2) semesters of the exam year at Sri KDU® Primary/Secondary School.

4.5.2 To be fully enrolled for the entire two (2) semesters at Sri KDU® Primary/Secondary School, School Fees and any outstanding fees must be fully paid by the due dates set by the School. If School Fees and/or any outstanding fees are not fully paid for any of the two (2) semesters, the School reserves the right not to register the student for the national exams and/or not allow the student to attend classes and school activities.

4.5.3 Upon commencement of semester, School Fees are not refundable or allowed to be offset in any circumstances.

4.5.4 Exam fees paid for the national exams are not refundable as the Malaysian Examination Syndicate (MES) does not refund exam fees after they have received payment of exam fees from the School. Exam fees are also not transferable and cannot be used to offset any fees owed to the school as the fees are paid directly to MES.

TERMS OF WITHDRAWAL

1. For an **Applicant**
 - 1.1 In the event the applicant decides not to enrol in the School after paying the Deposits, the Deposits will be refunded if a written and signed notice of withdrawal by the registrant parent/guardian is received by the Registrar at least six (6) months before commencement of the school intake.
2. For a **Student**
 - 2.1 To qualify for the refund of the Deposits, the following terms must be complied with:
 - 2.1.1 Notice of withdrawal of the student from School should be made in writing and signed by the registrant parent/guardian, and received by the Registrar at least six (6) months before the student's last day of school;
 - 2.1.2 School Fees must be fully paid for the six (6) months' withdrawal notice period (this is regardless of whether the student attends School during the six (6) months' withdrawal notice period) or right up to the student's last day of school, whichever is later. Pro-rating of fees, if any, is only applicable to the Tuition Fee; and
 - 2.1.3 There is no outstanding amount owing by the student to the School.
Note: Student's last day of school refers to the student's last day of paid School Fees.
 - 2.2 If the student withdraws before the commencement of the new semester, the School Fees for that new semester shall be refunded. However, should the student withdraw after the new semester has commenced, there shall be NO refund of any fees.
3. All withdrawals are subject to an administrative charge of RM200.00. If there are any refunds applicable, the School will issue a cheque within two months from the student's official last day of school. Refunds are subject to terms and conditions.
4. Any notice of withdrawal that is conditional will not be accepted by the School.

The above "Terms of Payment and Withdrawal" also apply to students who intend to apply to Sri KDU® International School.

TERMS OF RE-ADMISSION

1. A student who has withdrawn from the School and applies for re-admission at a future date shall be subjected to the following:
 - 1.1 Approval from management;
 - 1.2 Availability of places;
 - 1.3 Providing valid reasons justifying the re-admission;
 - 1.4 Settlement of any outstanding sum owed to the school;
 - 1.5 Full payment of fees applicable to the intake applied for, which are:
 - 1.5.1 Entry Fees (Registration Fee, Readiness Test Fee (*Primary School applicants*), Fee Deposit and Library Deposit); and
 - 1.5.2 School Fees.

NOTE: These "Terms of Payment, Withdrawal and Re-admission", including any amendments, variations and/or modifications thereof, shall be read and construed and be enforceable as if such terms and any amendments, variations and/or modifications thereof had originally been incorporated and had formed part of the Registration Form signed by parents/guardians at the time of registration of your child/ward into Sri KDU® Primary/Secondary School. These terms are to be read together with the latest version of the School Handbook.