

## APPROVED AISM SCHEDULE OF FEES

### Fee Summary for 2021/22

This summary of fees forms part of the detailed Schedule of Fees approved by the Board of Directors of the American International School of Mozambique (AISM). These fees apply without exception to all students enrolled at AISM. All Fees are set in USD.

#### ENTRY FEES

|                        |                               |          |
|------------------------|-------------------------------|----------|
| New Student Fees       | Application Fee               | \$420    |
|                        | Enrollment Deposit            | \$1,000  |
|                        | New Student Capital Fee       | \$10,200 |
| Returning Student Fees | Enrollment Deposit            | \$1,000  |
|                        | Returning Student Capital Fee | \$1,700  |

#### TUITION FEES

| School Division       | Grade Levels  | Tuition Fee |
|-----------------------|---------------|-------------|
| Early Learning Center | ELC3 & ELC4   | \$17,600    |
| Primary School        | KG to Grade 5 | \$24,200    |
| Middle School         | Grades 6 to 8 | \$27,400    |
| High School           | Grade 9 to 10 | \$31,200    |
|                       | Grade 11      | \$32,300    |
|                       | Grade 12      | \$32,900    |

#### SUPPLEMENTAL SERVICES FEES

| Supplemental Service Description                  | Regular                       | Intensive |
|---|-------------------------------|-----------|
| Academic Support Program                          | no charge                     |           |
| English as an Additional Language Support Program | \$1,600                       | \$3,100   |
| Speech Language Therapy Support Program           | provider contracted by parent |           |
| Occupational Therapy Support Program              | provider contracted by parent |           |
| Educational Psychologist Assessment               | provider contracted by parent |           |
| One-to-one Classroom Aide                         | \$18,000/yr; \$4,500/qtr      |           |

#### TRANSPORTATION SERVICE FEES

|                     | One-way | Return Trip |
|---------------------|---------|-------------|
| Transportation Fees | \$1,600 | \$2,500     |

# APPROVED AISM SCHEDULE OF FEES for 2021/22

The Board of Directors of the American International School of Mozambique (AISM) has approved the following Schedule of Fees for the 2021/22 School Year. This schedule applies without exception to all students attending AISM. Tuition Fees cover costs for all in-school and/or virtual learning, including but not limited to educational resources, curriculum related field trips, Week Without Walls and IB Fees. Costs for programs or services that are not covered by the school are also detailed in the following Schedule of Fees.

## 1) NEW STUDENT FEES

New student fees are required in order to offset the costs of the admissions process, to place a financial guarantee on enrollment, and to cover an appropriate share of the cost of the school's prior, current and future investments into its major long-term assets such as but not limited to facilities and technology. These fees are non-refundable and stand until replaced with the subsequent Schedule of Fees, and are therefore subject to change.

### a. APPLICATION FEE

The non-refundable Application Fee is used to partially offset the costs of the admissions process. This fee is payable when the student's application is submitted and payment is required prior to evaluation of the application by the Admissions Committee - an application is not considered complete until this fee has been paid. The fee is only valid for the school year for which the application is submitted.

USD 420

### b. ENROLLMENT DEPOSIT

The non-refundable Enrollment Deposit, together with the New Student Capital Fee, is used to secure enrollment for the upcoming school year. The Enrollment Deposit is payable in full within five (5) working days of accepting an offer of admission, and will be credited towards the Second Semester Tuition Fee payment.

USD 1,000

### c. NEW STUDENT CAPITAL FEE

The non-refundable New Student Capital Fee is used for investments in the school's facilities, including construction or renovation projects and associated loan payments, major repairs and major maintenance costs for school facilities and grounds, as well as for investments in technology. This fee applies to new students, and is payable in full within five (5) working days of accepting an offer of admission, in order to secure the student's enrollment - payment is required prior to admittance. This fee is a once-in-a-lifetime fee, is non-transferable, and is valid for a 12-month period from the date of offering a space to the child (after this point, the Returning Student Capital Fee applies).

USD 10,200

## 2) RETURNING STUDENT FEES

Returning student fees are required in order to place a financial guarantee on enrollment, and to cover an appropriate share of the cost of the school's current and future investments into its major long-term assets such as but not limited to facilities and technology. These fees are non-refundable and stand until replaced with the subsequent Schedule of Fees, and are therefore subject to change.

### a. ENROLLMENT DEPOSIT

The non-refundable Enrollment Deposit, together with the Returning Student Capital Fee, is used to secure enrollment for the upcoming school year. In order to allow the school adequate time to plan the enrollment distribution and staffing deployment for the upcoming school year, the Enrollment Deposit is due on April 15<sup>th</sup>, and will be credited towards the Second Semester Tuition Fee payment.

USD 1,000

**\*\* Returning Families will be exempt from paying this Deposit until the 2022/23 School year.**

**b. RETURNING STUDENT CAPITAL FEE**

The Returning Student Capital Fee is used for investment in the school’s major long-term assets such as but not limited to facilities and technology. This fee is non-refundable, and is due on April 15<sup>th</sup>. Payment is required to secure a space for the upcoming school year.

USD 1,700

**\*\* Returning Families will be exempt from the April 15<sup>th</sup> due date until the 2022/23 School year - the due date for the Returning Student Capital Fee will remain June 1 for 2021/22.**

**3) ANNUAL TUITION FEES**

Tuition Fees are used to support the general annual operations of the school. Tuition Fees may be paid in full by June 1, or in two equal installments, due by June 1 and November 1, in advance of the start of each semester, in order to allow the school to manage enrollment accordingly.

These fees are non-discountable, and upon withdrawal are partially refundable on a full semester basis - attendance of any days during a semester requires payment in full for that semester. Notice of withdrawal must be made no less than 30 days prior to the semester start date in order to receive a full refund for that semester. Notice made within 30 days of the semester start date will incur a 10% late withdrawal penalty on the value of the billing.

Mid-year admissions are pro-rated in the same manner, invoiced upon admission, and due within 30 days of invoice issuance. Start and end dates for the semesters are defined in the school calendar.

| School Division       | Grade Levels  | Tuition Fee |
|-----------------------|---------------|-------------|
| Early Learning Center | ELC3 & ELC4   | \$17,600    |
| Primary School        | KG to Grade 5 | \$24,200    |
| Middle School         | Grades 6 to 8 | \$27,400    |
| High School           | Grade 9 to 10 | \$31,200    |
|                       | Grade 11      | \$32,300    |
|                       | Grade 12      | \$32,900    |

**\*\* Returning Families are exempt from the November 1 due date for the Semester Two installment until the 2022/23 School Year - Semester Two payment will remain due December 1 for 2021/22.**

**\*\* Returning Families are exempt from semester-based billing until the 2022/23 School Year, and will remain with quarterly-based refunds for any withdrawals made during the 2021/22 School Year - quarter and semester start and end dates are listed on the published School Calendar.**

**\*\* Returning Families are exempt from the late withdrawal penalty fee until the 2022/23 School Year**

**4) SUPPLEMENTAL SERVICE FEES**

AIISM offers a wide range of supplemental services for students requiring specialized support. Assessment of the need for supplemental services is determined by the Student Support Team and families will be informed of the supplemental service need no later than 30 days prior to the start of the next semester. Supplemental Service Fees are charged to partially offset the costs of the supplemental service program.

If a student requires supplemental services, the program and payment of associated fees are deemed obligatory in order to maintain enrollment. Fees are billed together with annual tuition billing, with mid-year determinations of need being billed separately and due within 30 days of issuance. Fees are applicable and refundable on a semester basis, with fees due and payable starting with the semester after the determination of need.

**\*\* Returning Families are exempt from semester-based billing until the 2022/23 School Year, and will remain with quarterly-based billing or refunds for any mid-year changes in access to services made during the 2021/22 School Year. Quarter start and end dates are listed on the published School Calendar.**

| <b>Supplemental Service Description</b>           | <b>Regular</b>                | <b>Intensive</b> |
|---|-------------------------------|------------------|
| Academic Support Program                          | no charge                     |                  |
| English as an Additional Language Support Program | \$1,600                       | \$3,100          |
| Speech Language Therapy Support Program           | provider contracted by parent |                  |
| Occupational Therapy Support Program              | provider contracted by parent |                  |
| Educational Psychologist Assessment               | provider contracted by parent |                  |
| One-to-one Classroom Aide                         | \$18,000/yr; \$4,500/qtr      |                  |

## 5) TRANSPORTATION FEES:

The school provides optional un-subsidized bus service to and from school to limited areas of Maputo - the school is not obligated to provide bus service if the housing location is not within the school's existing routes. Transportation Fees cover the direct costs of student transportation and a portion of internal administration costs to oversee the service.

Students may register for one-way or return trip service, although preference will be given to return trip riders, by way of an earlier registration cycle. Fees are billed together with annual tuition billing, with mid-year registrations being billed separately and due within 30 days of issuance. Transportation Fees are applicable and refundable on a half-semester basis, based on having used bus services during that quarter.

USD 1,600 (one-way)  
USD 2,500 (return trip)

## 6) OTHER STUDENT FEES:

### a) SCHOOL TRIP FEES:

The cost of optional extra-curricular school trips vary and depend on the trip's duration and location - School Trip Fees are set on a budgeted cost recovery basis for all direct costs. Pricing and payment deadlines will be published in advance of each trip.

### b) BRING YOUR OWN DEVICE (BYOD) PROGRAM:

While not a fee paid to the school, all students in Grades 7 to 12 are required to bring their own appropriate device - more information on the hardware and software requirements is available from the technology office.

### c) LUNCH PROGRAM:

A fixed-price hot meal program is offered at the school's cafeteria, and hot and cold snacks are available at the snack bar. Food offerings vary in price based on the food items individually purchased. Prices lists are published at the cafeteria and snack bar location.

### d) PHYSICAL EDUCATION (PE) UNIFORMS:

While the school does not require a PE Uniform, suitable comfortable clothing and footwear is required to be worn by all students taking PE. AISM PE clothing is available for purchase at the School's Integrated Learning Department.

## 7) METHOD AND TERMS OF PAYMENT:

All Fees are set in USD, and are payable in USD or MZN (Meticais). Payments made in MZN are converted at the BCI (Banco Comercial e de Investimentos) sell rate of the day of payment - please contact the Finance Department to ensure the correct conversion. Payment must be made by one of the following methods, annotated with the student name and ID Number:

- By USD or MZN **wire transfer** to the school's bank account
- By USD or MZN **deposit** direct to the school's bank account
- By USD or MZN **check**, payable to "American International School of Mozambique"

The school bank account to be used for wire transfers or direct deposits shall be as noted on the billing invoice. All payments made must be net of any bank charges (wire transfer charges, etc), which are the responsibility of the payer. The parent must provide proof of payment for wire transfers and direct deposits, even if payment is made by a sponsoring entity. Note that the school is unable to accept cash payments at the school's Finance Office in excess of 1,000 USD or equivalent.

Any exceptions to the school's Payment Terms and Conditions are subject to review and joint approval of the CFO, School Director and Board Treasurer.

## 8) UNPAID OBLIGATIONS:

Any outstanding obligations of the student will be deducted from any refund(s). This includes trip fees and charges for unreturned or damaged textbooks, library books, etc.

Unpaid obligations must be settled in full by the end of each semester, failing which the student will be de-registered and not allowed re-entry until obligations are settled in full. Unpaid obligations must be fully settled before any student records (report cards, transcripts, diplomas, etc) will be issued by the school.