

STUDENT FEES:
New Student - Application Fee

		Payment received by 31 December 2022	Payment received in 2023
Fees	Due	Incl. 7% GST	Incl 8% GST
Application Fee	Due at time of application	S\$2500	S\$2523.37

Returning Students - Reenrollment Fee

		Payment received by 31 December 2022	Payment received in 2023
Fees	Due	Incl. 7% GST	Incl 8% GST
Reenrollment fee	February 15 to March 15	S\$1500	S\$1514.02

The reenrollment fee is paid annually by all students as a means of securing their place in class for the following year. Current students are offered an opportunity to re-enroll & reserve their space in class by payment of the reenrollment fee each year between February 15th and March 15th. Reenrollment closes on March 15th. After that date, students must reapply (and pay the application fee) to secure a space for the following year.

COURSE FEES

Course Fees (\$\$)	Semester 1&2 Fees received by 31 December 2022		Semester 1 Fee should be received in 2022. Semester 2 Fees received in 2023		
	Annual Course Fee (\$\$) incl. GST	Semester1 & 2 Fees (\$\$) incl. GST	Annual Course Fee (\$\$) incl. GST	Semester 1 Fee (\$\$) incl.7% GST	Semester 2 Fee (\$\$) incl. 8% GST
Elementary Kindergarten (K4 to K5)	23,940	11,970	24,051.87	11,970	12,081.87
Elementary (Grade 1 to Grade 5)	27,170	13,585	27,296.96	13,585	13,711.96
Middles School (Grade 6 to Grade 8)	30,3950	15,475	31,094.63	15,475	15,619.63
High School Diploma (Grade 9 to Grade 12)	34,645	17,322.50	34,806.89	17,322.50	17,484.39

OTHER FEES
Learning Support

Fees	Payment received by 31 December 2022	Payment received in 2023
Learning Support	Incl. GST 7%	Incl. GST 8%
Level 1	S\$500 per semester	S\$504.67 per semester
Level 2	S\$1000 per semester	S\$1009.34 per semester
Level 3	S\$1750 per semester	S\$1766.35 per semester

English Language Learner

Fees	Payment received by 31 December 2022	Payment received in 2023
English Language Learner	Incl. GST 7%	Incl. GST 8%
Level 1	S\$1000 per semester	S\$1009.34 per semester
Level 2	S\$1750 per semester	S\$1766.35 per semester
Level 3	S\$3000 per semester	S\$3,028.04 per semester

SIBLING DISCOUNT

A 10% sibling discount will be applied to the course fee for the 3rd and subsequent children concurrently. Discount does not apply to company paid tuition or any family receiving financial aid from ICS. Sibling discount is only applicable if siblings complete a full academic year.

PRORATING OF FEES

The application fee and the reenrollment fee are not prorated regardless of the enrollment or withdrawal date. The annual course fee for late enrollment is payable according to the following schedule

Enrollment Within School Year	From 1 st Day of 1 st Semester through October 15 th	From October 16 th through the end of 1 st Semester	From 1 st Day of 2 nd Semester through March 30 th	From March 31 st through the end of 2 nd Semester
Annual Course Fees	100%	75%	50%	25%

PAYMENT INFORMATION

Tuition fees are invoiced on July 1st or the date of acceptance for students starting after the first day of classes. Invoices are due for payment within 30 days from the date of invoice or the 1st day of attendance whichever occurs first. Past due accounts are subject to a 10% late charge on the remaining balance. All ICS fees are stated in Singapore Dollars. ICS accepts payment for school fees in the form of local checks, cash, bank-to-bank, and wire transfers. Checks should be crossed and made payable to “**International Community School (S) Ltd.**” ICS does not accept post-dated checks. For bank-to-bank or wire transfers please ensure the student’s name & ID number are referenced to enable us to credit the account correctly. Please email a bank confirmation advice to finance@ics.edu.sg. All bank charges are to be borne by the remitter.

Students with outstanding payments may have their school attendance privileges revoked by the school until such time as their accounts are current. If any payment remains upon withdrawal or dismissal from school, no transcripts, transfer letters, or other records for the current or any previous semesters will be released until full payment is received. Seniors who have not paid all tuition and fees in full by May 1st will not be allowed to graduate with their class.

INSTALLMENT SCHEDULE

Tuition payments may be made in one or two installments

- 50% due within 30 days of receipt of the invoice or the date of acceptance for students starting after the first day of classes.
- 50% on December 1st (Note: if the 2nd semester payment is not received by December 1st, ICS will not guarantee placement for the 2nd semester, and will assess a 10% late payment penalty).
- ICS offers a GIRO deduction installment plan for families (not applicable to corporate payers) who desire an alternative to paying the tuition in full. The last installment is payable on May 1st. Contact the business office, finance@ics.edu.sg, for the GIRO application forms.

WITHDRAWAL POLICY

Written notice is required by letter or email. Processing time for withdrawal/transfer requests is seven (7) days.

REFUND OF FEES

The reenrollment fee is non-refundable. The application fee is only valid for the school year of application; it cannot be transferred to a subsequent school year. Reenrollment Fees or Application Fees paid for a student cannot under any circumstances be transferred or applied to another student's account.

Students who are not accepted for reasons not related to waitlists will receive a **SS\$1,500** refund of the application fee. Students who withdraw **before** being accepted to the waitlist will receive a **SS\$1,500** refund. Students who withdraw from the waitlist will not receive a refund. Students on the waitlist who are not offered a place within 1 semester will receive a refund of **SS\$1,500**.

Refunds of fees are made according to the schedule below. Processing time for refund requests is 7 days.

Currently Attending and Withdrawing for Second Semester

Fee Type	Before Dec 1	After Dec 1
Application Fee (New Students Only)	No Refund	No Refund
Annual Tuition Fees	50% Refund	No Refund

New enrollment for current year

Fee Type	Withdrawal Notice before Acceptance Letter Received	Withdrawal Notice after Acceptance Letter
Application Fee (New Students Only)	SS\$1500	No Refund

New enrollment for current year

Annual Tuition Fees	Withdrawal Notice before Acceptance Letter Received	Withdrawal Notice after Acceptance Letter
Enrolling from 1 st day of 1 st semester through October 15 th , Withdrawing during 1 st Semester	100% Refund	50% Refund
Enrolling from October 16 th through end of 1 st semester, Withdrawing during 1 st Semester	75% Refund	50% Refund
Enrolling from 1 st day of 2 nd Semester through March 30 th , Withdrawing during 2 nd Semester	50% Refund	No Refund
Enrolling from ¹ March 31 st , Withdrawing during 2 nd Semester	25% Refund	No Refund

Miscellaneous Fees*

*These figures are estimates only and students will be advised of the actual amount prior to payment. All fees are quoted in Singapore Dollars(S\$) and are inclusive of prevailing GST.

Fee	Amount (S\$)
ELL (English Language Learner) Assessment An English language assessment shall be required for those students who are not native English speakers or have not completed a significant part of their educational learning in English language setting. The S\$250 language assessment fee is not refundable under any circumstances.	\$250.00
Online Course	\$0-\$1800 Payable to Course Provider
Online Course Materials	\$0-\$1000 Payable to Course Provider
Admission Fees to School Events	\$5-\$25
Library Fees & Fines	\$1-\$5 When Notified & Billed
Lost or Damaged Book	\$15-\$500 When Notified & Billed by School
Property Damage Fees	Actual Cost of Damage
Transcripts or Student Records	\$30 per copy plus shipping cost Prior to Issuance of Report
Extra-Curricular or After-School Activities	\$0.00-\$1200 Prior to Commencement of Activity
Examinations (AP, PSAT, Other) per test	\$0-\$500 Upon Registration for Exam
Laptop & Chromebook Fees: Loss/Damage/Replacement Student purchase of own device (High School only)	\$150-\$2000 When Notified & Billed by School \$1000 to \$2000
Class Field Trips or Athletic Events	\$10-\$1500 Prior to Commencement of Activity
Lost Padlock Fee	\$20
Lost/Damaged ID Card Fee	\$20
Yearbook	\$35-\$75
Photocopies/Printing/Faxing	\$0.10-\$1 per page
Lost & Found Fees	\$1-\$5
Uniforms	\$1-\$300 Upon Purchase of Uniform
Any Bank Fees or Charges relating to payments	\$20-\$500 Varies by Bank
Late Payment Fees	10% of the Outstanding Balance
Charges incurred for use of Credit Card, PayPal, or online charges	3%-6% of the fee amount payable