

# SHANGHAI AMERICAN SCHOOL

## SCHEDULE OF 2023/2024 FEES

### 1) ONE-TIME ENTRY FEES

#### a) APPLICATION FEE

The application fee is only valid for the school year for which the application is submitted. This fee is payable when the student's application is submitted and is required prior to evaluation by the Admission Committee. The fee is non-refundable, and stands until replaced with the subsequent Schedule of Fees, and is therefore subject to change. **RMB 2,800**

#### b) MATRICULATION FEE

The matriculation fee is a one-time mandatory fee that is used to support investments in school facilities and related costs, including new construction or renovation projects and associated loan payments, major repairs and major maintenance costs for school facilities. This fee applies to new entrants only, and is due in full within 5 working days per invoice due date. This fee stands until replaced with the subsequent Schedule of Fees, and is therefore subject to change. Withdrawal of an active student and subsequent re-admission requires payment of the matriculation fee again upon each re-admission event, unless less than two continuous years of non-enrollment has taken place since the prior admission.

- Pre-Kindergarten and Elementary School **RMB 28,000**
- Middle and High School **RMB 33,000**

### 2) ENROLLMENT FEE

In order to secure a space for the upcoming school year, a non-refundable Enrollment Fee will be applied to all returning students, due by April 1 of the year prior to the upcoming school year. For newly entering students, this fee is due within 5 working days per invoice due date. This fee amount stands in addition to the annual tuition fees and is therefore subject to change.

**RMB 32,000**

### 3) ANNUAL TUITION FEES AND DISCOUNTS

Tuition fees are used to support both the general operations of the school as well as the on-going re-investment in the school facilities.

Annual Tuition Fees are payable in two equal installments, due on June 1 and November 1.

Prepayment of tuition fees in full in advance of the period when they are due will result in a discount of 1% of the pre-paid amount (i.e. prepay of 1st and 2nd tuition installments by April 1 will grant a 1% discount on total tuition fees due less enrollment fee, prepay of 2nd tuition installment before June 1 will grant a 1% discount on second tuition installment less enrollment fee).

School	Grade	Non-refundable Enrollment Fee	Annual Tuition Fees	Total (Include Enrollment Fee)
Pre-Kindergarten	Pre-K3 & Pre-K4	32,000	228,500	260,500
Elementary School	Kindergarten to Gr5	32,000	261,550	293,550
Middle School	Gr6 to Gr8	32,000	268,900	300,900
High School	Gr9 to Gr12	32,000	284,800	316,800

#### 4) OTHER FEES

##### a) TRANSPORTATION FEE

The School provides optional bus service to and from school. The Transportation Fee applies to those students who register for the regular bus service. The fee is payable on a semester basis, due June 1 and November 1.

*Note: The School is not obligated to provide service if the housing location is not within existing serviced routes.*

**RMB 10,550** (per semester)

##### b) SCHOOL-SPONSORED TRAVEL PROGRAMS

The costs of school trips vary and depend on the event's duration and location. Pricing and payment deadlines for trips will be published in advance of each trip.

##### c) BRING YOUR OWN MAC (BYOM) PROGRAM

While not a fee paid to the school, all students in grades 6 to 12 are required to bring their own MacBook computer and external USB hard disk drive for the purpose of backups. Click [here](#) for more information on the hardware and software requirements.

##### d) LUNCH PROGRAM

The School provides a hot meal program on both campuses, which varies in price based on the food items individually purchased. Prices lists are published with the menus.

##### e) PHYSICAL EDUCATION UNIFORMS

Uniforms are required for all students in Grades 6 to 10 who take Physical Education (PE) class. PE uniforms are available for purchase at the School's Eagle Shop, at prices set by the Eagle Shop. The set includes a T-shirt and a pair of shorts.

##### f) EXTERNAL EXAMS

External exam fees such as those for the AP or IB are covered by students, and will be separately invoiced.

## 5) REFUNDS

Please note that the Application Fee and Enrollment Fee are not refundable. Refunds for tuition payments will be made only as follows:

### a) ANNUAL TUITION FEES

- If a written notification of withdrawal is received on or before August 1, 100% of the tuition fees paid to date will be refunded.
- If a written notification of withdrawal is received after August 1, but before the first day of the 1<sup>st</sup> Semester, 100% of the tuition fees paid to date will be refunded, less 10% of the annual tuition fees.
- If a written notification of withdrawal is received on or before December 1, 100% of the tuition fees paid to date will be refunded, less fees paid for 1<sup>st</sup> Semester,.
- If a written notification of withdrawal is received after December 1, but before the first day of the 2<sup>nd</sup> Semester, 100% of the tuition fees paid to date will be refunded, less fees paid for 1<sup>st</sup> Semester and less 10% of the annual tuition fees.

For further clarity, if a student is not officially withdrawn in writing prior to the first day of a semester, there will be no refund of the installment payment.

### b) MATRICULATION FEE

Matriculation fees are refunded in full only if the student does not attend school and written notification of withdrawal is received before the first day the student is scheduled to attend school. Attendance by the student, or failure to provide written notification of withdrawal, will forfeit any refund of this fee.

### c) TRANSPORTATION FEES

Upon written notification of transportation cancellation, transportation fees paid for a semester will be refunded on a pro-rated basis for each school day that the student is not registered with bus service at SAS, less a **RMB 340** handling charge.

### d) UNPAID OBLIGATIONS

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

## 6) METHOD OF PAYMENT

Payment must be made by one of the following methods, annotated with the student name and ID Number:

- By RMB or USD **wire transfer** to the school's bank account;
- By RMB or USD **debit or credit card** payment, direct to the school's bank account
- By **RMB cash deposit** direct to the school's bank account

Any payment of less than RMB 5,000 or equivalent may also be paid in RMB cash at the Finance Office. The school bank account to be used for wire transfers or cash deposits shall be as noted on the billing invoice. All bank charges (wire transfer charges, credit card processing fees, etc) are the responsibility of the payer.

All Fees and Charges are set and payable in RMB, but may also be paid in USD (wire transfer only) at the exchange rate in force at the time of payment, as set by the Finance

Department on a monthly basis, referenced to the People's Bank of China published exchange rate and average Chinese commercial bank rates.