

STUDENT FEES:

New Student - Application Fee All Part-time Students

Fee Type	Due Date	Inclusive of Prevailing GST
Application Fee	Due at time of application	S\$1500

SEMESTER COURSE FEES:

Fee Type	Due Date	Inclusive of Prevailing GST
High School Elective Course	Before the 1st day the student attends class per semester	S\$2,000 (Charge per course)

PRORATING OF FEES

The application fee and tuition fee is not prorated regardless of the enrollment or withdrawal date. The semester tuition fee for late enrollment is payable according to the following schedule:

Enrollment Within School Year	From 1 st Day of 1 st Semester	From 1 st Day of 2 nd Semester
Semester tuition fees	100%	100%

PAYMENT INFORMATION

Semester tuition fees are invoiced on the date of acceptance. 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 tuition & 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.

INSTALLMENT SCHEDULE

There are no installment fees for semester tuition. Invoices are due for payment within 30 days from the date of invoice or the 1st day of attendance whichever occurs first. Part-time enrollment is not eligible for our GIRO.

WITHDRAWAL POLICY

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

REFUND OF FEES

The application fee is only valid for the school year of application; it cannot be transferred to a subsequent school year. Application Fees paid for a student cannot under any circumstance be transferred or applied to another student's account. Students who are not accepted for reasons not related to waitlists will not be refunded the application fee.

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

Fee Type	Not Accepted due to Any Reason besides Waitlist	Not Accepted due to Waitlist
One Time Application Fee	No Refund	100% Refund
Semester Tuition Fees per Course	No Refund	100% Refund

SCHEDULE C
ICS 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 an English language setting. The fee is not refundable under any circumstances.	S\$280.00
Online Course	S\$0-S\$1800 Payable to Course Provider
Online Course Materials	S\$0-S\$1000 Payable to Course Provider
Admission Fees to School Events	S\$5-S\$25
Library Fees & Fines	S\$1-S\$5 When Notified & Billed
Lost or Damaged Book	S\$15-S\$500 When Notified & Billed by School
Property or School Equipment Damage Fees	Actual Cost of Damage
Printed Transcripts or any Student Records	S\$25 per copy plus shipping cost Prior to Issuance of Report
Extra-Curricular or After-School Activities	S\$0-S\$1200 Prior to Commencement of Activity
Examinations (AP, PSAT, Other) per test	S\$0-S\$600 Upon Registration for Exam
School owned Laptop & Chromebook Fees: Loss/Damage/Replacement Student purchase of own device (High School only)	S\$150-S\$2000 When Notified & Billed by School S\$1000 to S\$2000
Class Field Trips or Overseas Trips	S\$10-S\$1500 Prior to Commencement of Activity
Lost Combination Lock Fee	S\$20
Lost/Damaged ID Card Fee	S\$20
Yearbook	S\$35-S\$75
Photocopies/Printing/Faxing	S\$0.10-S\$1 per page
Uniforms	S\$1-S\$300 Upon Purchase of Uniform
Any Bank Fees or Charges relating to payments	S\$20-S\$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