



United Nations International School Hanoi

Tuition and Fees Information

2026-2027

1. Please refer to all financial information provided for details of the terms and conditions applied to enrollment at UNIS Hanoi for the 2026-2027 academic year.
2. Parents must indicate their preferred option for payment of tuition and applicable fees in the Enrollment Contract provided in the online re-enrollment and enrollment portals.
3. The school requires the signature of each parent / guardian in order to complete the Enrollment Contract (*except in the case of a single parent family*).
4. **RETURNING STUDENTS:** In order to secure placement for each student returning, please complete reenrollment requirements, including payment of the required tuition deposit, by 13 February 2026.
5. **NEWLY ENROLLING STUDENTS:** In order to secure placement for each new student, please complete enrollment requirements, including payment of the required tuition deposit and enrollment fee, by the dates indicated. The Business Office shall issue a debit note to parents via email based on choice of payment options made in the Enrollment Contract.
6. Full financial details and instructions for payment of all applicable fees are outlined in this document. (*Please note cash/card payments at the school are not possible*).
7. Payment for the tuition and fees must be received by the dates specified in this document to secure placement for each student in the 2026-2027 academic year. Failure to remit payment as outlined will result in the loss of placement.

For assistance with financial information, please contact:

Email: revenueaccountant@unishanoi.org

Phone: (84 24) 7300 4500 extensions 8725 / 8756

Tuition and Fees Schedule

Parental financial obligation

- 1. Tuition & Fees:** Parents of students enrolled at the United Nations International School of Hanoi (UNIS Hanoi) are required to pay tuition and fees as detailed in the Tuition and Fees Schedule. Parents have the option of paying annually, or on a semester installment basis when signing the Enrollment contract. The annual tuition is 4% lower than the total semester tuition.

An **additional 1% Early Bird Discount** applies if the annual tuition is paid in full by **01 March 2026**. Please contact the Business Office at revenueaccountant@unishanoi.org to request a discounted debit note for early payment.

- 2. Tuition deposits:** All students are required to pay a tuition deposit of USD 1,500 to secure a placement at UNIS Hanoi for the school year 2026-2027, provided all other requirements are met.

For all current students, a debit note will be prepared for the required tuition deposit and payment is due by **13 February 2026**.

For newly enrolled students, UNIS Hanoi will prepare a debit note for the required tuition deposit, which must be paid by the due date specified in the debit note.

If the required payment is not received by the due date, it will be assumed that the student is not enrolled/reenrolled and his or her place will be made available to another student. The deposit is non-refundable and non-transferable if a student is unable to attend UNIS Hanoi. The deposit will be credited against the tuition fee for the 2026-2027 school year.

3. Tuition:

The Tuition Schedule is based on enrollment at the beginning of the school year. For students enrolling during the academic year, the Tuition will be adjusted as stipulated in Article 9.

Grade	Annual tuition option (USD)	Semester tuition option (USD)	
		Semester 1	Semester 2
Early Years 3 <i>School day to 3:30 pm except Wed</i>	17,460	9,080	9,080
Early Years 4 <i>School day to 3:30 pm except Wed</i>	17,460	9,080	9,080
Kindergarten	26,900	13,990	13,990
1 - 5	33,330	17,330	17,330
6 - 8	35,210	18,310	18,310
9 - 10	37,530	19,520	19,520
11 - 12	39,870	20,730	20,730

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4. Payment dates:

Parents have two payment options for Tuition & Fees and Parents have to indicate their preferred payment option in the Enrollment contract, either:

Option 1: Annual payment

A full academic year's Tuition & Fees must be paid in full on or before **01 June 2026** or before the date of enrollment if joining UNIS Hanoi within the first semester.

An **additional 1% Early Bird Discount** applies if the annual tuition is paid in full by **01 March 2026**. Please contact the Business Office at revenueaccountant@unishanoi.org to request a discounted debit note for early payment.

Option 2: Semester payment

- Semester 1's Tuition & Fees must be paid in full on or before **01 June 2026** or before the date of enrollment if joining UNIS within the first semester.
- Semester 2's Tuition & Fees must be paid in full on or before **16 November 2026** or before the date of enrollment if joining UNIS within the second semester.

Please note that the Tuition & Fees are non-refundable & non-transferable regardless of the choice of payment options. Refund procedures will only be applied as stipulated in Article 10 of this document.

Late or No Payments: Tuition and fees are payable by the due date indicated on the debit note. Payments received after the due date will incur a late payment charge of 2% per month or part thereof, unless arrangements acceptable to UNIS Hanoi and agreed in writing have been made. Continued failure to pay tuition and fees may result in the disenrollment of the student.

5. **Enrollment fee** of USD 1,750 per student is compulsory, non-refundable and non-transferable. This fee is payable when a student is offered a placement at UNIS Hanoi and must be paid before attending classes. This fee is paid only once, as long as a student is continuously enrolled. If a student leaves UNIS Hanoi for a period of more than two years and subsequently re-enrolls, the Enrollment Fee is again payable.

6. **Application fee** of USD 600 per student is non-refundable and non-transferable. It is payable upon submission of an application to the School. An application cannot be processed until the Application Fee has been paid. The application fee could be applied for three consecutive years if a student makes a renewed application.

7. Other fees

- i) **School Bus Fee:** USD 1,100 per year (one-way USD 660) or USD 600 per semester (one-way USD 360) for those students who elect to use transportation contracted by UNIS Hanoi which may be paid either annually or on a semester basis. There will be no pro-rata refund for withdrawal from the bus service during a particular semester. All parents requesting bus transportation must register for this service.
- ii) **Community supported alternative languages and Home Languages:** To be determined.
- iii) **Miscellaneous expenses:** Students may incur costs during the school year that are not outlined in the Tuition and Fees Schedule such as optional field trips, t-shirts, lunches and sporting events, etc.

8. Special discounts: Students enrolled at UNIS Hanoi may be eligible for the following discount:

Families with three or more children simultaneously in attendance at UNIS Hanoi will receive a ten percent (10%) discount on tuition fees for the third child and a fifteen percent (15%) discount on tuition fees for the fourth and subsequent child/ren. These discounts will be applied to the youngest child/ren in attendance.

These discounts are not applicable to any other fees payable to UNIS Hanoi.

Tuition and Fees Schedule

9. Enrollment After the Start of the School Year:

For new students enrolling after the first day of school (12 August 2026), Tuition Schedule will be as follows:

Enrolled at any date during Semester 1	100% annual tuition or 100% of semester 1 and semester 2 tuition will be charged
Enrolled at any date during Semester 2	50% annual tuition will be charged

10. Refund policy:

If a student withdraws from the School before or during the 2026-2027 academic school year, the following refund policy will be applied:

- A written notification and/or a withdrawal form submitted on the Parent Portal must be received by the school by the dates indicated below.
- All other obligations to the School, including returning any school property (i.e. library books, laptop computers, and return of family ID cards, parking permits), must be met before a refund is issued.
- The School will not refund any portion of application fee, enrollment fee or Tuition deposit.
- The School will refund a percentage of Tuition based on the student's last day at school, providing that a withdrawal form has been submitted on or before the required dates as per the table below:

	Withdrawal notification on or before 01 June 2026	Withdrawal notification on or before 16 November 2026	Withdrawal notification after 16 November 2026
Student's last school day	Before the first date of semester 1	On or before the last date of semester 1	
Refundable Annual Tuition paid (%)	90%	50%	No refund
Refundable Semester 1 tuition paid (%)	80%	No refund	No refund
Refundable Semester 2 tuition paid (%)	N/A	100%	No refund
If joining Semester 2 only, the refundable semester 2 tuition paid (%)	N/A	80%	No refund

Tuition and Fees Schedule

11. Payment Method

Payment can be made by any of the following methods: Pay the exact amount in VND or USD as shown in the debit note.

- i) Direct bank transfer in U.S. Dollars or VN Dong to the school's bank accounts, details as follows:

Receiving bank

Account Name (full name in English):	United Nations International School of Hanoi
Account Name (full name in Vietnamese):	Truong Quoc Te Lien Hop Quoc Ha Noi
Account Name (short name):	UNIS Hanoi
Bank Name:	Vietnam Technological and Commercial Joint Stock Bank (Techcombank)
Bank Address:	6 Quang Trung street, Cua Nam Ward, Hanoi, Vietnam
USD Bank Account Number:	138 220 49108 027 (USD only)
VND Bank Account Number:	138 220 49108 019 (VND only)
Bank Swift Code:	VTCBVNVX
Citad Code (for domestic transfer):	01310001

Note: Either the full bank account name or short account name is acceptable.

- ii) Cash deposit in VN Dong at Techcombank into the school's accounts as shown above.

12. Terms and conditions:

- i) All tuition and fees on the debit note are U.S. dollars, with an equivalent amount stated in Vietnamese Dong (VND). Where parents elect to pay in Vietnamese Dong (VND), payment must be made in the exact VND amount stated on the debit note.
- ii) Payment may be made by any one of two methods detailed in the Tuition and Fees information. Any bank charges incurred by the school from payments made any way other than according to the instructions detailed above will be charged to the student's account.
- iii) Payment of tuition and fees are the sole legal responsibility of the parents. Any arrangements or agreements regarding the payment of tuition and fees between the parents and a third party, including but not limited to an employer, is a private matter and does not involve or bind UNIS Hanoi. UNIS Hanoi bears no responsibility for any failure by a third party to pay, and parents remain fully liable for any non-payment of the tuition and fees. In all instances, all correspondence in relation to the non-payment of fees will be between UNIS Hanoi and the parent. Debit notes may be copied by email to an address identified by parents.
- iv) All fees are subject to change without notice at the discretion of the Board of Directors of the United Nations International School of Hanoi.
- v) A debit note stamped by the School will be issued for all tuition and fees. Please contact the Business Office at revenueaccountant@unishanoi.org if you require a receipt for tuition and fee payment.
- vi) In the event that a student is expelled or suspended from UNIS Hanoi, all other obligations, including returning any school property (i.e. library books, laptop computers, family ID cards and parking permits), must be met. The refund policy as stipulated in Article 10 will be applied.
- vii) Force Majeure: The school's duties and obligations under this contract shall be suspended immediately without notice during all periods that the school is closed because of force majeure events including, but not limited to, any fire, act of God, hurricane, earthquake, war, governmental action, act of terrorism, epidemic, pandemic, or any other event beyond the School's control. If such an event occurs, the school's duties and obligations in this contract will be postponed until such time as the school, in its sole discretion, may safely reopen. In the event of a temporary force majeure or that the school cannot reopen due to an event under this clause, the school is under no obligation to refund any portion of the tuition paid. The school may elect to deliver instruction online if the situation warrants.