



SCHEDULE OF FEES: 2024-2025

This is the Schedule of Fees referred to, and incorporated by reference in, the Admissions Agreement. All terms used but not defined herein have the meaning given to them in the Admissions Agreement.

The following are the fees payable in respect of Academic Year 2024 to 2025:

APPLICATION FEE (NEW STUDENTS ONLY)

All prospective students must pay a non-refundable fee for processing and admission testing. Payable on submission of each completed Admission Form.

\$275
EL2-12

REGISTRATION FEE (NEW STUDENTS ONLY)

This is a one-time charge for new students from Grades EL2 through G12. This non-refundable, non-transferrable fee must be paid in full on acceptance of a place offered by the school.

**Please note there is an additional transition fee of \$1,500 when students move from EL4 to KG.*

\$850
EL2, EL3 & EL4
\$2,990
KG-12

REFUNDABLE DEPOSIT

This is a one-time charge for new students from Grades EL2 through G12, refunded on completion of the Student Withdrawal Form within the agreed 60 days notice period.

\$1,000
EL2-12

ANNUAL CAPITAL FEE (NEW & RETURNING STUDENTS)

This yearly fee is required of all students, and is applied to cover the annual costs of maintaining and upgrading the school campus and facilities. This is a, non-transferrable fee and must be paid in full by the first payment date to ensure your child can start school.

\$1,325
EL2, EL3 & EL4
\$2,625
KG-12

TUITION FEES (NEW & RETURNING STUDENTS)

PAYMENT OPTIONS	YEARLY	SEMESTER (Two Payments)		QUARTERLY (Four Payments)			
		1 Jul 2024	13 Dec 2024	1 JUL 2024	7 OCT 2024	13 DEC 2024	1 APR 2025
EARLY LEARNING 2-4	\$10,850	\$5,590	\$5,590	\$2,848	\$2,848	\$2,848	\$2,848
KINDERGARTEN-GRADE 5	\$20,935	\$10,780	\$10,780	\$5,495	\$5,495	\$5,495	\$5,495
GRADE 6-10	\$25,615	\$13,190	\$13,190	\$6,724	\$6,724	\$6,724	\$6,724
GRADE 11-12	\$27,765	\$14,300	\$14,300	\$7,288	\$7,288	\$7,288	\$7,288

The School reserves the right to amend the Tuition and Fees from time to time.

TUITION FEES INCLUDE THE FOLLOWING

✓	Textbooks and Notebooks
✓	New Students: 2 PE kit sets (shirt and shorts), 1 water bottle, 1 bag, 1 hat (Primary students only), 1 House shirt
✓	Compulsory Day and Residential Trips

**Chargeable extras include: LEAP Activities, IB Examination Fees, Optional Trips, Bus Fees, and Student Support Services (EAL and SEN)*



SIBLING DISCOUNT

Sibling discounts may be offered where three or more children from the same family attend school at the same time with 5% sibling discount for the 3rd child and 10% for 4th and more. The percentage discount is available to younger siblings' tuition fees only.

ADDITIONAL SERVICES

BUS TRANSPORTATION FEE (OPTIONAL)

This is an optional fee for students wishing to receive daily, round-trip transportation to and from Northbridge. Fees may be paid by year or semester. This non-refundable, non-transferrable fee must be paid in full by the first payment date for that option.

The fees for the Bus Service are:
Full Year \$1,890
Semester \$960

STUDENT SUPPORT SERVICES

Northbridge provides Student Support Services for which additional fees will be payable:

- a. English as an Additional Language (EAL) support for some students who are non-native English speakers. Within EAL, Accelerated Language Support (ALS) provides quality, intensive and targeted English language tuition to students with limited proficiency. Charges per semester are \$1995 for Tier 3, and \$1140 for Tier 2.
- b. Special Education Needs (SEN) services provided on a limited basis to students whose special needs cannot be met in an inclusive classroom setting. Placement in the SEN program, if so determined by the school, is a condition of enrollment and will be charged at \$5,000 per academic year.

The level of support for EAL and SEN is determined by the school and will be communicated to parents directly in advance.

CONDITIONS FOR PAYMENT OF ALL SCHOOL FEES

1. **Late Payment penalties:** All tuitions and fees are due on the indicated dates. Payments late by two (2) weeks will incur an additional 5% penalty charge; and a further penalty of 1% per week will apply to any outstanding amount beyond that date. Non-payment of fees could result in non-admission, or suspension and withholding reports and grades
2. Payments* may be made in the following ways:
 - a) Preferred – bank transfer into one of the school's bank accounts
 - b) US Dollar cheque drawn on a bank in Phnom Penh
 - c) Credit card (payer responsible for all fees)

*Cash is accepted for balances less than \$2,000

Note 1: Transferring party is responsible to pay all bank transfer charges.

Note 2: The School does not accept payments from any sanctioned bank account as per sanctionssearch.ofac.treas.gov, or payments coming from sanctioned territories and countries (currently Crimea, Cuba, Iran, North Korea, Russia, Sudan, Syria and Venezuela).

Note 3: Any cash note determined to be fraudulent – whether by NISC or by our registered bank is the responsibility of and shall be replaced by the family who supplied the note for payment.

3. Full tuition payment will be required for the quarter in which enrollment occurs, regardless of the date of enrollment – i.e. no partial quarterly payments will be allowed. All fees must be paid in full before the student can start school.
4. **Withdrawing from School**
It is the parents' responsibility to complete the School's standard Withdrawal Form and to submit it to the office at least 60 calendar days prior to the student's last day in school. When the student leaves at the end of Semester 1, the 60 days withdrawal period shall be counted up to the last day of Semester 1. This will ensure the refund policy is applied and School reports are issued.
5. Refunds on paid Tuition fees (main and Student Support Services) and Bus fees will be granted at 90% value only for full quarters not attended for students leaving during the school year upon written request - i.e. no partial quarterly refunds will be given.
6. Students enrolling for the second semester will be charged 50% of the Annual Capital Fee. Students who withdraw before the beginning of the second semester may receive a 50% refund if a Withdrawal Form is received with 60 days notice.
7. If the school becomes liable for VAT under Cambodian Law, this will be payable in addition to the amount(s) listed above.
8. In the event of a Force Majeure Event, which prevents the provision of on-campus education services by the School for a period of one week or more, the School may provide and/or make available certain one-off exceptional support to parents. The support measures made available will be determined and communicated to you by the School at the time of the relevant Force Majeure Event. The measures provided will take into account the circumstances of the relevant Event, including, without limitation, the provision of Virtual Schooling, the likely duration of the Force Majeure Event and the School year of the affected Students.