

## Tuition and Fees 2012-2013 Effective 14 November 2011

|   |              |  |
|---|--------------|--|
| <b>APPLICATION FEE (non-refundable)</b> | US\$200.00   |  |
| <b>ANNUAL CAPITAL CHARGE</b>            | US\$3,000.00 | US\$2,500.00 – if students start 2 <sup>nd</sup> semester January 2012 |

| <b>TUITION FEES</b>       | <b>Annual Tuition Fees</b> | <b>Semester Fees</b> | <b>Quarter Fees</b> |
|---------------------------|----------------------------|----------------------|---------------------|
| KINDERGARTEN              | US\$ 7,000.00              | US\$ 3,850.00        | US\$2,015.00        |
| GRADES 1-5                | US\$15,000.00              | US\$ 8,250.00        | US\$4,315.00        |
| MIDDLE SCHOOL Grade 6 – 8 | US\$16,000.00              | US\$ 8,800.00        | US\$4,600.00        |
| HIGH SCHOOL Grade 9 – 12  | US\$16,000.00              | US\$ 8,800.00        | US\$4,600.00        |

|                   |  |
|-------------------|--|
| <b>EARLY BIRD</b> | Discount of 5 percent on annual tuition fee if payment is made by January 30, 2012 |
| <b>SIBLING</b>    | Discount of 5 percent on tuition fee; apply to the youngest child                  |

| <b>ANNUAL BUS FEES (OPTIONAL)</b>                                | <b>Annual Fees</b> | <b>Semester Fees</b> |
|--|--------------------|----------------------|
| KLELAPA GADING, SUNTER, CEMPAKA PUTIH, KAYU PUTIH<br>OTHER AREAS | To be confirmed    | To be confirmed      |

### SCHOOL UNIFORMS

|                      |   |                 |
|----------------------|---|-----------------|
| <b>LOWER SCHOOL:</b> | SCHOOL UNIFORM<br>(SKIRT/SHORT/SHIRT)<br>P.E. UNIFORM | To be confirmed |
| <b>UPPER SCHOOL:</b> | SCHOOL UNIFORM<br>(SKIRT/SHORT/SHIRT)<br>P.E. UNIFORM | To be confirmed |

### IMPORTANT

The non-refundable, non-transferable application fee of US\$200.00 per student is required upon submission of the application.

Payment of the Annual Capital Charge holds a place for the school year, August 2012 - June 2013. It is payable for the school year or any fraction thereof. It is non-refundable and non-transferable at any time.

The first US\$3,000 of any payment made for a student's enrollment will be applied towards the ACC, regardless of the amount of payment or the designation made by the payer. Making payment to NJIS automatically entails commitment to a US\$3,000 non-refundable ACC payment.

For a new student who enters school late at any time during the school year, the tuition obligation begins with the opening day of the semester; the full annual or semester tuition must be paid before the student begins class. Failure to meet these financial requirements will result in forfeiture of the student's place or reservation.

Tuition does not cover the cost of school lunches, class parties, school pictures, and so forth. During the school year, parents may be asked to absorb an additional expense (such as an overnight field trip) to take advantage of an opportunity whose cost is not included in the tuition.

Regardless of payment option, all fees must be settled before a student begins school. All payments should be transferred to the school's bank account, and any bank charges will be the responsibility of the payer.

As it is often difficult to determine the payer from the bank notice of deposit, and to ensure that a payment through bank transfer is properly credited, we ask to fax us a copy of the remittance advice (4585-0061).

### DELINQUENT PAYMENTS

In cases of financial delinquency, school policy prohibits class attendance and/or the release of grades, transcripts, or other records of attendance and performance. A 5 percent interest charge per month will be charged on all late payments.

### REFUND POLICY:

First semester: If the student does not attend any days of school in a semester, NJIS will refund the semester or annual payment and bus fees, except for the non-refundable Annual Capital Charge.

Second semester: Parents are asked to notify the school by December 10, of their intention to withdraw the child at the end of Semester 1. If the student does not attend any days of school in Semester 2, NJIS will refund the annual payment made minus the one semester tuition fee. If notification of withdrawal is made after December 10, but before the start of the second semester, then a guarantee charge of US\$1,000 is also deducted from the refund. If the student attends classes at any time during the second semester, no refund is applicable.

No refund, or partial refund, will be made for any semester during which the student is in attendance. School fees are not transferable and will not be prorated for partial attendance during a semester.

Refunds, if any, are processed after the student's last day of attendance, once the return of school materials has been verified. Refunds will be transferred to the party making the payments.