



FEE RULES & REGULATION FOR A LEVELS SENIOR SCHOOL - DHA CAMPUS

ADMISSION CHARGES / MONTHLY FEE

Registration Fee (Non-Refundable)	Rs. 10,000/-
Admission Fee (Non-Refundable)	NIL
Security (Refundable)	Rs. 60,000/-
Monthly Fee	Rs. 49,896/-

LABORATORY CHARGES (as per subject choice)

Physics	Rs. 1,500/-
Chemistry	Rs. 1,500/-
Biology	Rs. 1,500/-
Art Room	Rs. 2,000/-
Computer	Rs. 1,500/-
Media Studies	Rs. 2,000/-

- All dues, except Security Deposit, once paid are non refundable.
- Fee for the full payment term is charged at the time of admission, irrespective of the month of admission.
- Fee must be paid for the full term irrespective of illness, absence, or early withdrawal.
- Fee must be deposited as per the fee bill issued and on the dates mentioned on the fee bill.
- Fee bills are usually sent to parents through the student or uploaded to the Student Web Portal, at least fifteen days before the due date. It is the parent's responsibility to inform the Accounts Office in case the bill has not been received. In this case, parents must obtain a duplicate bill from the Accounts Office, and the payment dates shall remain as originally allotted.
- In the event that fee is not paid, the school management reserves the right to disqualify a student from sitting examinations, withhold the progress / examination result or take the student off school rolls.
- "Fee" includes the Tuition Fee, Utilities and Amenities.
- Charges for all External Examinations, External Teaching Programmes, School Events, Field Trips, Photographs, School Magazine, Year Book, Syllabus Books, Exercise Copies, Stationery and fines will be levied as / when required. Charges for Computer Laboratory, Science Laboratories, Food & Nutrition Laboratory and Art Studio will be included in fee bills of O Level students as per their subject choice.
- Late payment fines are payable without concession. After the last date of payment, a fine of Rs. 300/- per day, will be charged. Not receiving the fee bill is not considered a reason for delayed payment. Non payment may result in the cancellation of admission / enrollment.
- If a child is absent without taking official approved leave, in writing, for a period of two weeks or more, he / she will be deemed to have left school and will have to undergo the complete re-admission procedure upon return.
- Students appearing for the CAIE examination, must pay fee for the payment term of April to July by the month of February, for the session they appear in the above mentioned examination
- In case of withdrawal, a written application must be officially received by the School Office.
- The Security amount may be used for running expenditure; however, this amount will be refunded at the time of withdrawal.
- A Security Refund will be granted only if:
 - The parent has completed and submitted all withdrawal documents at least one month before the beginning of the next fee term
 - Full fee for the term during which the pupil leaves has been paid
 - All outstanding fee and fines including any damage to school property have been paid in full
 - The refund is claimed within six months from the date of withdrawal

The Security amount will be refunded within three months after the application is received

Fee Payment Terms for an Academic Year

1st term	August & September
2nd term	October, November & December
3rd term	January, February & March
4th term	April, May, June & July

Tentative Billing Date

1st June
15th September
15th November
1st February

Tentative Due Date

24th July
30th September
30th November
28th February

Undertaking

I have read, understood and agree (i) to the fee rules & regulations (ii) that there will be an annual increase in the school fee structure in the month of August (iii) that Income Tax will be levied as per Income Tax Ordinance 2001 and rules applicable thereto and (iv) that the management reserves the right to amend the fee structure and subsequent regulations as and when required.

Student's Name: _____

Parent / Guardian Signature: _____

Parent / Guardian Name: _____

Date: _____