

FINANCIAL REGULATION

School year 2017/2018

- **Registration or re-registration fees** are payable upon registration or re-registration. They are Non-refundable. Registration is considered effective only after payment of these fees.
 - **Tuition fees** cover the entire running costs of the school. They do not cover extracurricular activities, school catering, outings or exceptional trips. These will be charged separately.
 - **Annual Payment:** before 1 September
 - **Quarterly Payment:**
 - Quarter 1: before September 5th
 - Quarter 2: before December 26th
 - Quarter 3: before March 20th
 - **Monthly payment:** can be arranged on request.
- The total amount is divided in 8 months. The monthly payment has to be made the 1st week of the month late. Payment should be made from September to April.

	PRESCHOOL	ELEMENTARY SCHOOL	MIDDLE SCHOOL*
Monthly rates**	363 USD	438 USD	550 USD

* Including registration to distance courses fees
 ** Total amount / 8 months according to the school calendar)

- Payment **must** be made in USD, by bank transfer. There will be no payment of tuition fees accepted in cash.
- In case of arrival during the year, tuition fees are calculated on a pro rata basis. The minimum time period taken into account for this calculation is the calendar month. Here is a table summarizing the monthly rate per level for the school year, which takes place over 10 months of teaching, payable in 8 months.

Remind:

AGE	French system			Lao system		American system		Australian system		British system		
	Ecoles	Cycles	Classes	Ecoles	Classes	Schools	Classes	Schools	classes	Key stage	Classes	
3	Maternelle	1	PS	Anouban	A1	Kindergarten	Preschool	Preschool	Day care			
4			MS		A2		Pre-K		Day care			
5			GS		A3		Kindergarten		Prep/Kindergarten		Key stage 1	Y1
6	Elémentaire	2	CP	Pathom	P1	Elementary school	1 st grade	Primary school	Y1		Y2	
7			CE1		P2		2 nd grade		Y2		Y3	
8			CE2		P3		3 rd grade		Y3		Key stage 2	Y4
9			3		CM1		P4		4 th grade			Y4
10					CM2		P5		5 th grade		Y5	Y6
11	Collège	4	6ème	Matanium	M1	Middle school	6 th grade	High school	Y6	Key stage 3	Y7	
12			5ème		M2		7 th grade		Y7		Y8	
13			4ème		M3		8 th grade		Y8		Y9	
14			3ème		M4		9 th grade		Y9		Key stage 4	Y10
15	Lycée	5	Seconde	Matanium pay	M5	10 th grade	Y10	Key stage 5	Y11			
16			1ère		M6	11 th grade	Y11		Y12			
17			Terminale		M7	12 th grade	Y12		Y13			



- **School catering** is payable in the same time with the tuition fee (yearly, quarterly, monthly), in USD dollars bank transfer only.
- **Extra-curricular activities** are payable per period (2 months), in kip. Billing is established at the beginning of the period, depending on the activities selected and the planned outings.
- The EFLP keep the right to apply a **10% penalty** for all the late payment. (**2 months late**)
- Any enrollment in school, school catering and/or extracurricular activities implies the acceptance of these Financial Regulations.

The management Committee

This financial regulation has been voted by the management committee on the 16/03/2017

Signatures: