



## **Fees Policy 2021-2022**

### **1) Application Fees/New Applicants:**

The deadline for submitting applications for the new academic year is March 15<sup>th</sup>, 2021. Confirmation of admission will be given following a scheduled meeting with parents. Seats are allocated on a rolling basis. Available seats will be available for new applicants after the deadline.

### **2) Payment of Fees (Returning Students):**

Full payment of fees is due by **May 15<sup>th</sup>, 2021**. Payment may be made in cash, by credit card (*3% surcharge is applicable on all credit card payments*) or bank transfer. *To process wire payments, we need a copy of the wire transfer showing the child's name as reference.*

*If you require a payment plan, fees may be paid in two installments: First installment is due by May 15<sup>th</sup>, 2021 and the 2<sup>nd</sup> installment is due by August 15<sup>th</sup>, 2021.*

### **3) Payment of Fees (New Students):**

Payment of fees is due upon confirmation of enrollment. Fees may be paid in full in cash, by cheque, credit card (*3% surcharge is applicable on all credit card payments*), or wire transfer.

### **4) Supplies Fees:**

A non-refundable supplies fee is due for the whole year and must be paid with tuition fees. (Kindly refer to tuition fees sheet for 2021/2022).

### **5) Meal Plan Fees:**

A non-refundable Meal Plan fee is required by September 1st. This plan is not optional.

**6) Tuition discount policy:**

A 10% discount fee is applicable to siblings attending EcoKids (2<sup>nd</sup> enrolled sibling). **Financial assistance is also available** *(Terms apply, and requests are assessed on a case-by-case basis)*.

**7) Late Payment of Fees**

Delays in payment of fees and/or failure to notify the school of changes to an enrolled child's status may be subject to a penalty fee of 10% of tuition fees, and may result in the reallocation of the child's seat to other applicants on the waitlist.

**8) Refund Policy:**

**Fees are non-refundable and non-transferable.** EcoKids requires **at least ONE FULL TERM'S WRITTEN NOTICE** of withdrawal, if refund is to be considered for the subsequent term. **Any request for withdrawal from the school that is received past May 1<sup>st</sup> and September 1<sup>st</sup>** (for Fall term and Spring term withdrawal, respectively) will **NOT BE ELIGIBLE** for a refund. This withdrawal policy is applicable in all cases, including political and natural force majeure. Any partial refunds will be subject to an administrative fee that is equivalent to 10% off the total due fees.

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