



Acacia International School - Fees 2018

Tuition Fees

Full-time, per term (three terms per year)

Playgroup	ZMW 3600
Nursery	ZMW 4500
Reception	ZMW 5410
Grades 1 to 7	ZMW 9200

Part-time, per term (three terms per year)

	2 days per week	3 days per week	4 days per week
Playgroup	ZMW 1440	ZMW 2160	ZMW 2880
Nursery	ZMW 1800	ZMW 2700	ZMW 3600

One-off fees for new students

Registration Fee (non-refundable, payable within 14 days of issue of offer letter)

Entering the school in Playgroup or Nursery	ZMW 500
Entering the school in Reception or above	ZMW 1500

Security Deposit (refundable, payable within 14 days of the start of your child's first term)

A term's Tuition Fees in advance (see tuition fees above).

School Development Fund Fee (non-refundable, payable within 14 days of the start of your child's first term)

Entering the school in Playgroup or Nursery	ZMW 1000
Entering the school in Reception or above	ZMW 4000

Sibling Discount

A sibling discount applies to the Tuition Fees, Security Deposit and School Development Fund Fee

Second child	15% off
Additional children	20% off

Payment Schedule

Registration fee	Payable within 14 days of issue of offer letter.
Tuition fees	Payable within 14 days of the start of term. Tuition fees can be paid annually or termly. A 5% discount applies for annual payments. A flexible payment plan can be arranged in exceptional circumstances.
Security Deposit and School Development Fund Fees	Payable within 14 days of the start of your child's first term. A flexible payment plan can be arranged in exceptional circumstances.
Fee top-up on moving from Nursery to Reception	For children moving up from Nursery to Reception, the balance of the Registration Fee (ZMW 1000) and School Development Fund Fee (ZMW 3000) is due within 14 days of the start of your child's first term in Reception. Alternatively, you may choose to pay the full registration fee (ZMW 1500) and Development Fund Fee (ZMW 4000) on entry to Playgroup or Nursery.

Payment Methods

You may pay by:

Cash	ZMW only
Cheque	Please make cheques payable to Acacia International School
Electronic Funds Transfer (EFT)	Bank: FINANCE BANK Account Name: LIZAZI LIMITED Account Number: 0230575064013
Direct Debit and Credit (DDAC)	Branch: LIVINGSTONE Branch Code: 023 Swift Code: ZFBAZMLU Sort Code: 111023

Proof of payment must be submitted to the School Office or emailed to office@acaciaschool.com.
Make sure to include your child(ren)'s *First Name* and *Surname* as a reference on the transaction.

Terms and Conditions

1. Registration Fee is payable within 14 days of issue of offer letter in order to secure your child's place.
2. Termly Tuition Fees are payable within 14 days of the start of term.
3. Security Deposit and School Development Fund Fees are payable within 14 days of the start of your child's first term.
4. Tuition fees may be paid in full for the year – a 5% discount applies to annual tuition fee payments.
5. A flexible payment plan can be arranged in exceptional circumstances.
6. Non-payment of Tuition Fees will result in pupils not being admitted to school. Pupils may return to school as soon as fees are paid in full.
7. If you feel your account is incorrectly shown please contact the School Office.
8. Late payment on all fees attracts a 5% surcharge.
9. For children moving up from Nursery to Reception, the balance of the registration fee (ZMW 1000) and school development fund (ZMW 3000) is due due within 14 days of the start of your child's first term in Reception.
10. Parents may choose to pay the full registration fee (ZMW 1500) and Development Fund Fee (ZMW 4000) on entry to Playgroup or Nursery.
11. Part-time Playgroup and Nursery:
 - a. Minimum booked attendance of two (2) days per week.
 - b. Booked days do not need to be consecutive.
 - c. Occasional extra days may be added, billable on a daily pro rata basis (based on 60 days per term), subject to availability).
 - d. The number of booked days per week may be increased during the year, subject to availability. If a change is made mid term, the termly fees will be calculated on a pro rata basis (based on 60 days per term).
 - e. Fees for children enrolling mid-term will be calculated on a pro rata basis (based on 60 days per term).